



UNIV. OF ILLINOIS
State Library Second
Urbana.



Seattle Public Library

Twenty-eighth Annual Report

1918

SEATTLE PUBLIC LIBRARY

Central Library

Fourth Avenue and Madison Street

Telephone, Main 2466

HOURS OF OPENING

Week days	9 a. m. to 10 p. m.
Sundays and holidays named below, for reading only	2 p. m. to 10 p. m.

The Children's room and Teachers' room are open on week days from 9 a. m. to 9 p. m. and are closed on Sundays and holidays.

The following holidays are observed: New Year's Day, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

Branch Libraries

Open from 2 to 9 p. m.; closed on Sundays and the seven holidays named above.

Branch	Location	Telephone
Ballard	2026 Market St.	Ballard 158
Columbia	Rainier Ave. and Alaska St.	Rainier 67
Fremont	3425 Fremont Ave.	North 348
Georgetown	13th South and Stanley	Sidney 58
Green Lake	E. Green Lake Blvd. and 4th N. E.	Kenwood 850
Queen Anne	4th W. and W. Garfield	Queen Anne 1918
University	10th N. E. and E. 50th	Kenwood 703
West Seattle	College W. and 42d S. W.	West 468
Yesler	23d Ave. and Yesler Way	Beacon 216

Deposit Stations

South Park Pharmacy	8225 Dallas Ave.	Sidney 192
Lake View Pharmacy	34th Ave. and Cherry St.	East 298
Mission Pharmacy	901 19th Ave. N.	East 532
Youngstown Pharmacy	3858 26th S. W.	West 906

The use of the reading and reference rooms is free to residents and non-residents alike, and a borrower's card is not required for such use.

Any resident of Seattle may secure a borrower's card entitling him to borrow books from the library without charge, on signing an application and agreement in the presence of a registry assistant at the central library or at one of the branches or deposit stations.

Twenty-eighth Annual Report

of the

Seattle Public Library

1918

Illustrations by Stuart Morris



Library Board, 1918-1919

The seven members of the Library Board are appointed by the Mayor, one member each year for a term of seven years.

Mrs. W. A. Burleigh.....	Term expires April 1, 1919
Livingston B. Stedman.....	Term expires April 1, 1920
J. A. Stratton.....	Term expires April 1, 1921
Samuel Morrison	Term expires April 1, 1922
Samuel Koch	Term expires April 1, 1923
John W. Efaw.....	Term expires April 1, 1924
Mrs. O. B. Simmons.....	Term expires April 1, 1925

Officers of the Board

Mrs. W. A. Burleigh.....	President
Vacancy	Vice-president

The Librarian serves as secretary of the Board

Standing Committees

Administration.....	Messrs. Morrison, Stratton, and Efaw
Art.....	Mrs. Simmons, Messrs. Koch and Morrison
Books and Periodicals.....	Messrs. Stratton, Morrison and Stedman
Branches and Delivery Stations.....	Mr. Stedman, Mrs. Simmons and Judge Stratton
Buildings and Grounds.....	Messrs. Efaw, Stedman, and Koch
Finance.....	Messrs. Koch and Efaw and Mrs. Simmons

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TWENTY-EIGHTH ANNUAL REPORT

To the Honorable, the Mayor, and City Council of Seattle:

GENTLEMEN: In behalf of the Library Board of the city of Seattle, I herewith transmit the report of the Library department for the year 1918.

Respectfully

MRS. W. A. BURLEIGH

President

Seattle, Washington, January 1, 1919.

3 Nov. 1932 W.A.M.

Report of Librarian

To the Library Board of Seattle:

In the absence of the librarian, Judson T. Jennings, since November 19 on leave for library war service overseas, I have the honor to submit the following report:

The war has had its effect upon the public library as upon other institutions. Men engaged in various war activities, drives, and other duties; women spending their time in Red Cross work and other patriotic services which they have done so splendidly; even the children doing their part in war work, have not had the time nor perhaps the inclination to do the reading which they would do in normal times. Nevertheless, if the library had not been closed for five weeks on account of the influenza epidemic, there would have been an increase in circulation over the previous year. The total circulation for the year ending December 31, 1918, was 1,336,143. With the library open for circulation 306 days in 1917, the average daily circulation was 4,682, while with only 275 circulating days in 1918 it was 4,858, an increase of 176 per day. The interest in war books has been tremendous, bringing a demand on the library which could scarcely be met. It is interesting to note that the circulation is now nearly 5,000 books per day, which in simpler terms means that eight books are charged out and eight books discharged each minute during the time the central and branch libraries are open. The charging and discharging of books is a comparatively simple process, but to keep accurate accounts of 100,000 books, which number is often out of the library at one time, is no small matter, as any bank or store which has many open accounts would recognize. There are 66,678 registered borrowers, which in reality means many more persons using

library books, as often one card-holder in a family will get books for the other members. In addition to those who borrow books to read in their homes, there are many who make use of the various reading rooms. No strictly accurate account is kept of these but it is conservatively estimated that a million and a half people come to the reading rooms at the central and branch libraries during the year. This represents approximately three million library patrons annually. To these many patrons the library offers and is giving aid in the selection of books and assistance in looking up information on all subjects. It is in fact an institution which makes available to the people of Seattle any information contained in the books, periodicals, pamphlets, and documents in the library. The library now has 306,497 regularly catalogued volumes and in addition there are many uncatalogued pamphlets and documents which prove useful.

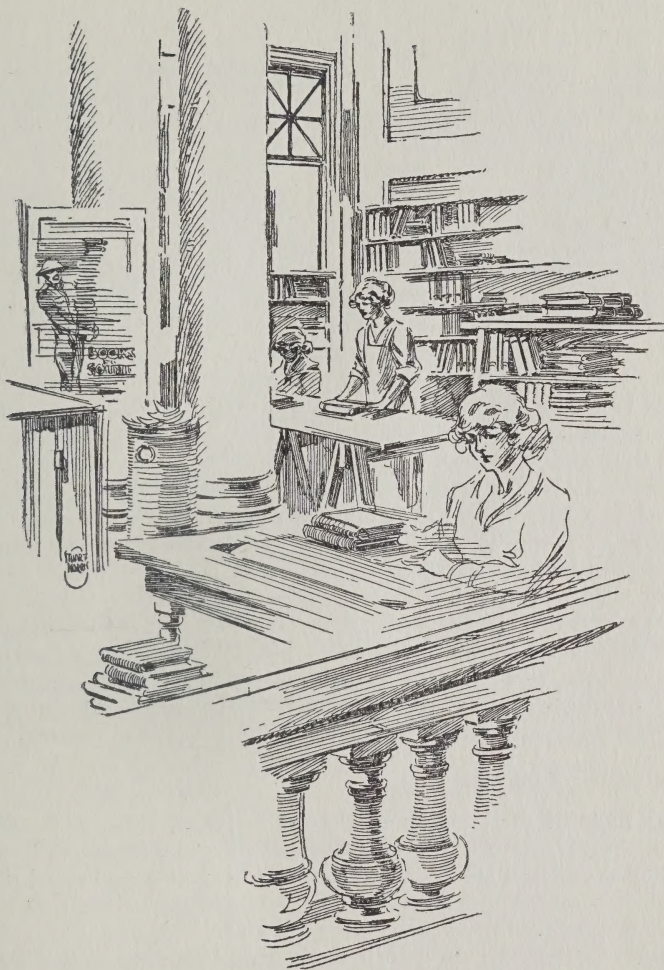
The library, true to the tendency of the day for specialization, is organized into various departments in order to meet the various book needs of the city as a whole. It seems impossible to report in detail the work of these departments for the past year, but some of the activities may be briefly described.

Circulation department—Miss Lewis

Has the war affected the reading taste of the public? Not very perceptibly as far as we can see. It has naturally stimulated the reading of history and books on allied countries in addition to books on the Great War. It is interesting to note that the percentage of fiction circulated (62% of the total) is slightly more than in any of the past five years. In 1915 the percentage of fiction was 54%, which is our lowest record. A list compiled recently of books and subjects for which there is constant demand indicates a wide range of literary taste upon the part of Seattle people. A few may be mentioned: Poems of Robert Service; Emerson's *Over-soul*; Galsworthy's plays; Plato's *Republic*; Kipling's *Barrack-room Ballads*; "Within prison walls" by Thomas Mott Osborne; short-story writing; Masfield's poems. The number of books for which reserves were made during the year totals 7,681. Of these, 2,819 were for fiction and 4,557 for non-fiction. The number of cards left for reserves in this library is an interesting and significant feature showing, as it does, the inadequacy of the collection and the patience of the public. We look forward to the time when the necessity of reserving a book will be confined to individual books or subjects of special interest at the moment, and hope gradually to increase our whole collection that this end may be attained. A few of the books upon which there were a number of reserves recently are suggestive: "Psychical phenomena and the war" by Carrington; "Practical exporting" by Hough; "Poems and plays" by Moody; "Russia in upheaval" by Ross; "Education of Henry Adams."

The circulation of books on topics of timely interest has been stimulated by placing them on display shelves. For example, immediately following the signing of the armistice, a collection of books dealing with problems of reconstruction—political, industrial, social, and geographical—had a place and a sign which read, "After the war." Within a short time few books remained on the shelf.

The observance of Britain's Day on December 7 seemed significant of the Pan-



"The people of Seattle donated approximately 30,000 books for soldiers' and sailors' libraries."

Anglian sentiment that has been developed in our common struggle, and the supply of books on Britain's part in the war and our debt to her was quickly exhausted.

Foreign work—Miss Hansen

The diminution of our immigrant clientele, the enforced limitation of our foreign book purchases, and a closer cooperation with the teachers of foreign languages than in former years, constitute some of the outstanding features of "Foreign work" this year.

The classes for foreign women conducted gratis by voluntary teachers at some of the branch libraries have been very successful. At the Yesler branch, the class was presented by the Washington Circle of the Ladies of the G. A. R. with a large American flag. Appropriate exercises were held at the library on this occasion, in which the women themselves took part, reciting the oath to the flag in unison and singing patriotic songs. French, Italian, and Russian nationalities were represented in this one class.

At the request of the librarian at Camp Lewis, lists of books in French, Spanish, Dano-Norwegian, Yiddish, and Russian were compiled as a basis for purchases.

During the year, the immigrant has had another burden added to that of learning our language and customs—a depressing consciousness that the “foreigner” is not wanted here. Whether this be true or not, the fact must be faced that the foreigner who is already here, is going to be seriously affected by an indiscriminate reiteration of this statement on the part of native Americans. His mind, at first predisposed to admire everything American, will eventually fall prey to resentment and discouragement if his only American contact is the cold shoulder of suspicion. More and more frequently have immigrants come to us this year lonely, depressed, and bowed down with the grief of losing relatives and friends in the war-ridden countries of their birth. At first they have only sought on our shelves, in the literature of their own language, an anodyne for their suffering, but by degrees, and largely through personal suggestion and persuasion, they have been encouraged to try English texts. Step by step they have been led through our graded English readings to a knowledge of our language, our literature, our history, our ideas and ideals, thereby gaining a happier outlook on life, a truer conception of America's attitude toward the immigrant, and an energizing hope and ambition. It is in the number of transitions to this state of mind from the despondent and bewildered one that we must count our gains from “work with foreigners” this year.

Reference room—Mrs. Hess

Serious study of the problems of the day is largely done in the Reference department where reference books, bound periodicals, and documents of the United States and other countries are available. Government reports, books, and pamphlets, dealing with the several phases of the war, were procured. Maps of the battle fronts were mounted and war atlases were purchased. Dictionaries of various foreign languages not available elsewhere were loaned to the different branches of the Government service and everything was done that could in any way assist the active war preparation.

Even before the armistice was signed reconstruction in many of its different phases was being studied by large numbers of our patrons. There was a great interest in the Civilian Relief department of the Red Cross, in the work of the Y. M. C. A. and Y. W. C. A., and of other organizations that deal directly or indirectly with the soldiers' families. People were interested in knowing “what the Red Cross is doing for the soldier's family”; “when, where, by whom and for what purpose was the Y. M. C. A. organized”; “what is the text of the soldiers' insurance law”.

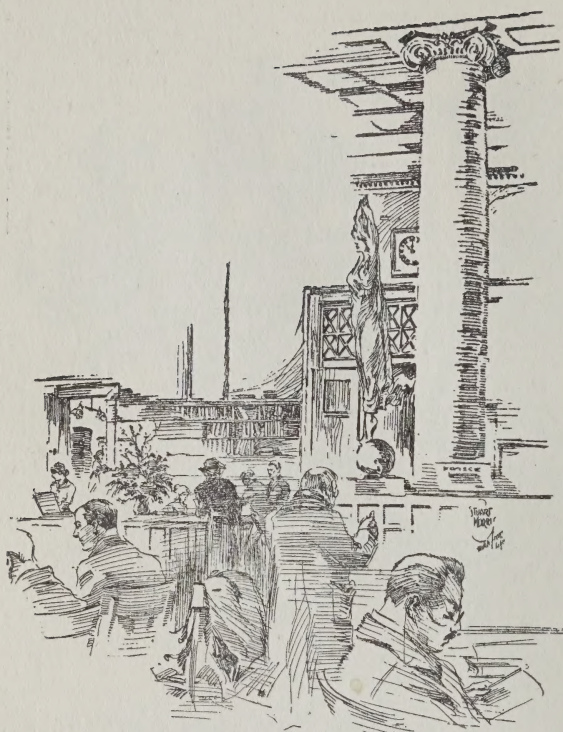


A group of readers in the Technology department

Partly because Seattle is a seacoast city and one of the largest ports of entry for the Orient and South America, one of our large demands has been for works of all and every kind on foreign trade. These requests are from the student, from the theorist with visions of changed conditions in world commerce, and from the practical man of affairs. They ask for every phase of the subject, for "trade surveys of Siberia, Japan and China, with separate figures on Manchuria if available," for information on "cooperative banking in Russia," for the "language requirements for consular service in South America," and for the "relation of foreign commerce to internationalism.

Technology division—Miss Waller

The practical use which can be made of books has been more evident during war time than ever before. The library has maintained a special technology department for eight years and during the past year it has had many war-time needs to meet. The most pressing of these has come from the shipbuilding industry. Although many of the books on shipbuilding are expensive, the library has felt justified in buying liberally and now has a collection of 500 books on the subject, most of which are in use all of the time. Statistics of circulation show an increase of 20% for 1918 over 1917 in this class. There are also many other books, such as those on acetylene welding, marine engineering, and naval electricity, which are used by shipbuilders and which have been supplied in large quantities. Undoubtedly



In the Fine Arts and Technology Room

many men, through these books, have prepared themselves for more highly skilled work in the ship-yards.

It is significant of the part which this library has played in connection with the shipbuilding industry that we have been requested by the American Library Association to compile a bibliography of the best books on shipbuilding. This Association, in cooperation with the United States Bureau of Education, is publishing lists on various practical subjects, which will be printed in large editions and will undoubtedly be made use of by the principal American libraries.

The past year has necessitated many readjustments in the industrial world; the older man re-

placing the younger, the woman substituting for the man, the non-essential industry being turned into the essential, have brought to us a great group of individuals, each after the book that would best prepare him for the new position. The retired lawyer learning to be a shipbuilder, the bell-boy a seaman, the stenographer a lumber scaler, the society girl a nurse, have been daily occurrences in the department. The reference use of the department has been increasingly large. The hurried business man who has a technical problem to be solved is not usually the man who takes a book with him. We can not refrain from giving a few of the practical questions which come as a part of the day's work:

Compiling a list of books on automobiles for a library that an automobile firm was installing.

Information supplied to local office of the United States Quartermaster Corps on the potash industry.

Map showing Sound depths in the Seattle harbor, supplied to a prominent bridge engineer.

The mineral resources of Siberia.

All available information on piles and pile driving, requested by an engineer employed by the Port Commission.

Fine Arts division—Miss Calhoun

As noted in the 1917 report, the war has aroused an interest in the architecture and art of the allied countries which is probably just the beginning of a desire that will grow. The exhibition of colored photographs of Paris and other parts of France, which was put on in May, brought a great many inquiries in regard to the pictures themselves and as to what other material the library had of the same kind. One phase of the work which has developed greatly since the war began, is the constant use of the department by designers in various industries. To mention only a few, there have been inquiries for designs for lighting fixtures, pottery, glassware, textiles, tiles, and wood carving. One unusual request, which may or may not have had to do with the war, but which certainly harked back to the countries across the sea, was for the old method of thatching houses. After some search this was found. An added interest in American primitive art and design is being shown, and we wonder if this again is because we have been thrown back upon our own resources, or if it is just a part of the great world movement to revert to the simple and fundamental.

The desire of the people to commemorate fittingly the achievements of our soldiers and sailors in the World War has led to a revival of interest in civic art generally, and not only are plans and ideas for memorials sought for, but much consideration is given to fitting location and environment. Old city development plans are brought to light and studiously considered. A problem confronting future city plans commissions is that of aviation. Landing and storage places for aeroplanes will need to be considered by all the larger cities, as aerial mail routes are projected.

Housing conditions in Seattle being acute, the books on house plans, always in demand, are more used than ever. This section perhaps more than any other needs personal administration. We find that many people come expecting to build, not realizing the absolute individuality of each problem, and sometimes go away without getting anything they can use because they don't know how to use it. When we have time to give to these borrowers they usually gain an added interest in their own problems and in the collection in the library. A list on "Houses and housing" was made out and widely distributed through the "More Homes Bureau" and other agencies.

The music section, always popular, has been finding many new patrons. Our inability to give personal service to those needing help in this line also, has to some extent limited our circulation of music. A list of organ music in the library was compiled for Judson W. Mather, organist for Plymouth Congregational Church, who had the list printed for distribution in the library and elsewhere.

The exhibitions of the year have consisted mainly of posters for different war activities and have attracted much attention.

With ship-builders hammering on one side and house-builders clamoring on the other there has at times seemed "confusion worse confounded." But if some

have gone away with needs not fully met, it has not been for want of a desire to aid, but because, in the universal scheme of things, human accomplishment is limited by human equipment.

Periodical division—Miss Graves

Since the war was the one absorbing topic of interest, and since the magazines contained the best discussions of war problems, descriptions of battles, personal narratives, etc., before they appeared in book form, there was a greater demand than ever before for the non-fiction magazines, so that we added several copies to our circulating list. Events moved so rapidly, however, that only the very latest magazines met the need.

The total number of magazines, including duplicates, on file in the different departments and branches was 1329; the number of newspapers on file in the Newspaper room and branches was 207; 105 volumes of newspapers and 1200 volumes of periodicals were sent to the bindery during the year. The attendance in the Newspaper room was 138,661. The total adult circulation of periodicals at the Central library was 28,351.



"The attendance in the Newspaper room was 138,661."

Children's department—Miss Andrus

As a barometer of the current interests engaging the attention of the community, the children's library is probably not so accurate an indicator of matters of public concern as is the adult department. To be sure, the changing seasons turn our thoughts from kites and marbles to canoes and traps, and the approach of holidays is heralded weeks beforehand by the demand for "pieces." The progress of the schools' advance into the course of study is also clearly marked by the gaps along our bookshelves, and the presence of a moving picture show which has a well-known book as its foundation makes us so often say, "I'm sorry, but it isn't in," that the phrase becomes almost a mechanical reaction, our lips forming the words instinctively in response to any question no matter what the subject.

The Junior Red Cross has affected the work of the library deeply, for the children's leisure time has been so fully occupied with knitting, surgical dressings, and

other war employment that there has been less opportunity to read and a decided decrease in book circulation may be traced to this cause. The library has identified itself as far as possible with these activities and two very successful exhibits of the children's Red Cross work were held at the Ballard and Green Lake branches. The amount of the work and the variety and excellence of the articles shown were startling revelations to some of the older members of the community, and the spirit of service and sacrifice in those districts could not help but be stimulated by the displays.

Another adventure in patriotism in which the library shared was the United States War Garden Army. The native heath of this activity was the schools but a number of meetings were held in some of the branch libraries which greatly stimulated the children's interest. They came to these meetings armed with paper and pencil and listened for over an hour with utter absorption to instructions as to how to prepare soil and plant seeds. Particularly good work was done in the Green Lake district through the interest and enthusiasm of the children's librarian, Miss Cole.

Mrs. C. N. Compton and Mrs. S. M. Kane, of the Audubon Society, have given much time to the formation of Junior Audubon societies, of which there are three in our branch libraries and prospects are good for further extension. The children not only come to the talks but are taken on "bird walks" and the delight they show in the undertaking is very nearly embarrassing in its vigor. Bird-guessing contests have been held in some of the branches and the bird pictures placed around the room have been properly labelled through the use of the library books.

The library has been called upon to assist in two exhibits, one held in Tacoma under the auspices of the State Parent-Teacher association and the other at the local Baby Week Conference. Books on child welfare were displayed, lists distributed, and charts shown, illustrating the care of children.

Children's librarians did some active work in the Boys' and Girls' Earn and Give Campaign although the bulk of the responsibility fell on the schools. This subdivision of the United War Work Campaign brought together representatives of the seven allied agencies and afforded a splendid opportunity to meet the people working with and for children.

The Children's department has been fortunate in having the interest of the following persons who have given talks to the children: Prof. Trevor Kincaid, of the University of Washington, spoke on the habits of ants, illustrated by lantern slides; Mr. Ronald Chapman, supervisor of school gardens, talked on gardening; Prof. Edmond S. Meany, of the University of Washington, gave an afternoon of Indian legends of the Northwest; Mrs. Donald Geddes, of the College Playhouse, talked on the "Movies"; and Miss Lily Hansen, of the Cornish School of Music, conducted a number of "listening classes" in music appreciation.

For the third time the library sent assistants to the book department of the Bon Marche to help people in their choice of children's books for Christmas gifts. This year the venture was more of a success than ever before, for we were given

a booth in which to display our books, signs describing the books were conspicuously placed, the library's cooperation was advertised by the store in the daily papers, and a representative of the store was constantly in attendance. The sales-force of the book department brought customers to the booth and came themselves for suggestions concerning the selling points of particular books as well as for advice as to what titles to suggest for children of a certain age. The head of the department directed that the sales-force turn over to the library booth all customers whom they were unable to satisfy and in most cases their

needs were met. Practically all of the books were sold on which the library placed special emphasis and the supply of expensive books was exhausted in the first few days. The Christmas display of gift books in the library will never be given up for we believe too thoroughly in its educative value to be willing to abandon it, but we are completely convinced that the place to influence book sales is at the counter of the store rather than at the library desk.

All statistics necessarily show the enforced closing of the library during the influenza quarantine but the meetings of the children's clubs which use the library have increased to 245 with an attendance of 4056. The story hour attendance, on the other hand, subsided to 29,454. Four hundred sixteen lessons on how to use the library were given to 4405 children in the seventh and eighth grades of



In the Children's room.

56 schools; 417 classrooms in 73 schools were supplied with books, having a circulation of 101,889, a gain of 19,879 over last year.

The work of the schools has been crowded and upset by the many demands made upon their time by various war activities but in spite of this they continue to welcome the library's books and to ask for library lessons, book talks, and stories. This has been a year when all non-essentials have been thrown away and it is the best testimony we can have that the schools look upon the library as necessary to their progress.

The work of the Teachers' room has increased greatly and we feel that it is on the way to a place of importance in the educational life of the city. Constant use is made of its resources by teachers and principals of both grade and high schools, by students and faculty members of the University of Washington, and by students in the Normal Extension Course.

The future of children's library work depends in large measure upon the cooperative methods which may be established with the schools, and the service that we render the teachers and children in the class room must be supplemented by the service given the teachers in the library. All our endeavors must be centered on this aspect of our work. We are so sure that the library is an "integral part of education" that we sometimes fail to take the trouble to convince others of that fact.

Branch department—Miss Taber

In 1918 there were circulated through the nine branch libraries, deposit-stations, and schools, 851,748 volumes, which is nearly two thirds of the total circulation. Children's rooms are maintained in most of the nine branch libraries and work in connection with them has been partially covered under "Children's department."

The branches have been made headquarters for the Red Cross wherever we had suitable rooms to give them. At Ballard the classes in English for foreign women again proved of value. Boy Scouts and Camp-Fire Girls were active and used the branch for headquarters. The Green Lake branch has been pushing the food conservation plans of the Government in all possible ways. An exhibit of war foods and children's war work was held in February and this was probably the most successful exhibit ever undertaken by the branch. A community war-garden club was started and had headquarters there. There were 327 meetings with an attendance of 7,675 in the branch during 1918. In the Queen Anne branch there were 420 meetings with 9,050 persons in attendance. The cooperation between the branch and the Queen Anne high school has been increased by the appointment of Miss McIntosh to the High School library. Work among foreigners still proves to be most absorbing at the Yesler branch and we shall try to enlarge the classes in Americanization during the winter. The social settlements in the neighborhood will prove helpful in this work. A successful series of house-keeping demonstrations was given at the Yesler branch under the direction of Miss Mary E. Sutherland, Home Economics expert for the States-Relation Service from Washington State College. The residents of the Fremont district are showing decided interest in securing the new branch building for which \$35,000 has been promised by the Carnegie Corporation. Entertainments are being given and subscriptions asked for money to buy the site for the building. Dodgers adver-

tising the branch and the opening of the new bridge helped the circulation from the branch.

The welfare department at the Bemis Bag Company asked us to open a station for their employees, which we did in May. The stations at Frederick & Nelson's, Sears, Roebuck's, Bemis Bag Co., Bon Marche and Black Mfg. Co. are used mainly by women and girls, and we are anxious to cooperate with employers in this line of work. In most cases an employee is placed in charge of the books for part of the day. When an educational director is employed by the firm, we are assured of success and we hope for excellent results during 1919.

In June we were asked to help the men at Fort Lawton, where surroundings are bleak and unattractive. The soldiers were coming and going constantly and it was hard to know what to provide. The Y. M. C. A. had enough to do without supervising the library and we have lost some books but feel justified in continuing the experiment. In November we sent a collection of technical books to the Seattle North Pacific Shipyard. Very little interest was taken by the men there as they seem to prefer coming to the central library. The work at the Naval Training Station was particularly satisfactory.

Order department—Miss Gracie

The number of volumes in the library January 1, 1918, was 288,291. During the year 28,402 were added by purchase and binding and 1,678 by gift, a total of 30,080. Subtracting the volumes withdrawn (worn out and lost) leaves a net gain of 18,206 for the year and a total of 306,497 volumes in the library on January 1, 1919.

The amount of money spent for the year inclusive of freight and other transportation charges was \$29,168.21. On the books accessioned the amount was \$27,038.18, making the average cost of each book ninety-five cents. We stated last year that the cost of books was generally on the increase and this year it is considerably higher than last. Although the price of books is higher than ever before we have a lower average per volume this year than last due to the fact that we have bought many books in cheaper editions and have secured many from bargain catalogues and sales. Just before the price was raised last summer, we put in a considerable stock of reprint fiction for replacements, effecting a saving of about six cents per copy. We notice particularly the rise in price of juvenile books. The books we import from England have increased in price more than American publications. Books which formerly sold at five shillings have gone up to six shillings sixpence and seven shillings sixpence, an increase per volume of 38 and 62 cents. Some of the largest American publishing houses have decreased their discounts, an increase to us from 15% to 25%.

Freight deliveries from all over the country have been slow, but the service in 1918 was better than the year previous as the Government had transportation better in hand. We have been unable for several years to have shipments made by water. Comparatively few foreign books have been bought as we found it so difficult to

obtain them, nearly all orders being reported "Not until after the war." Some Yiddish and Russian books that are published in New York we have succeeded in obtaining.

Since the armistice and now that people are returning to more normal conditions, there is a growing demand for books on automobiles and gas engines. It is rather noteworthy that the books most in demand are apt to be those which cost most—probably the public supplies itself with the cheaper books.

The practice of turning over our discarded books to country schools and libraries has been continued and a considerable number has been disposed of. As usual we have had many requests from remote sections of Alaska, in a number of cases from Government schools scantily supplied with reading matter. ,

Catalogue department—Miss Firmin

We were able this year to finish the last but one of the special pieces of work which have been before us for the past two or three years. The branches with all books re-Cuttered, card shelf-lists, and catalogues revised are now in a uniform and normal condition. In the last four years the central collection has been re-Cuttered, inventoried, and recatalogued with the exception of the music, which is the one remaining big task, although during the last two years a large part of the music has been recatalogued. Statistics as a whole do not show an increase in the work of the department; leaves of absence, illness, and war work are responsible for the decrease. Twenty-nine thousand four hundred forty-five volumes were shelf-listed, 8314 new titles catalogued, 3876 pamphlets classified, 208 pieces of sheet music catalogued, 490 volumes recatalogued, 52,480 cards typed, 74,785 cards filed, and 3292 guide cards for the Central catalogues typed.

Library bindery—Mr. Hyde

The number of books bound in 1918 was less than in the previous year. There were 15,291 volumes bound, and 31,447 volumes lettered with call numbers. Considerable other miscellaneous work was done such as mounting of maps and making of magazine covers. The total value of work performed is \$13,719.89, which shows an appreciable saving in maintaining our own bindery.

War Work

In addition to its regular work, the library has done a tremendous amount of war work. The American Library Association is the agency duly authorized by the Government to provide reading matter, libraries, and librarians for the soldiers and sailors in this country and overseas. This Association has maintained libraries in 50 large camps, and has supplied more than four million books, of which one million have been sent overseas. These books have gone to camp



A corner in the library bindery

libraries, Y. M. C. A. and K. of C. huts, hospitals and Red Cross houses, ships and naval bases. The Seattle Public Library has had a creditable part in this work. The librarian superintended the building and organization of the camp library at Camp Lewis as described in full in our 1917 report. Dr. Herbert Putnam, librarian of Congress and general director of Library War Service of the American Library Association, after having inspected the camp libraries in all of the large cantonments, made the following statement:

"The Camp Lewis library is the most attractive library building in the army cantonments in the country, is giving the most ample service, and is the largest. Camp Lewis has the greatest demand for books of a serious nature and books of reference of any army camp library."

The people of Seattle donated approximately 30,000 books for soldiers' and sailors'

libraries. These were collected and sorted by the public library. Such as were undesirable were eliminated, while those suitable for the camps were labelled and stamped for use. The staff of the library and many other volunteers gave many hours to this work. A large part of these books were sent to Camp Lewis but books have been supplied in quantity to the following: Bremerton, Forts Flagler, Casey, and Worden, spruce camps throughout the state, Fort Wm. H. Seward in Alaska, Sea Training Station of the United States Shipping Board, troop trains, and many boats going out from Seattle, including submarine chasers. The libraries at the Puget Sound Navy Yard and the Sound forts, constituting approximately 3,000 volumes, were catalogued and organized according to modern library methods.

Special mention should be made of books supplied and service rendered under the supervision of the Branch department to the Naval Training Station at the University of Washington and to the United States Shipping Board Station. About 1,200 books have been supplied to these two main points, many of them highly technical, on such subjects as seamanship, navigation, marine engineering, knots and splices. The Iroquois and the Chippewa, which have been used as training ships by the Shipping Board, have been supplied with books and the men on board have made excellent and extensive use of them, in connection with their training.

The library has cooperated in other war activities, notably with the Food Administration. Thousands of war-time recipes and pamphlets on food economies have been distributed free through the central and branch libraries and in addition

many books on these subjects have been circulated. The United States Food Administration has made our technology librarian Library Publicity Director for King County. She is cooperating with the public and the school libraries of the county. In a recent bulletin Mr. Hoover says:

"To the librarians of the United States:

"I most earnestly thank you for the help you have given to the Food Administration. Your bulletin boards have carried food messages from Canada to the Gulf, from the Atlantic to the Pacific. Your collections of food books, pamphlets, and recipes have been invaluable sources of information. Your carefully prepared exhibits have awakened many a thoughtless person to an intelligent interest in the part food must play in winning a war."

A number of the library staff have been called upon for important war work during the year. The Librarian was summoned to Washington for instructions previous to sailing for France to engage in library service maintained by the American Library Association for the American Expeditionary Forces. He left Paris late in December and drove by automobile to Coblenz, where he is in charge of providing library facilities for 300,000 American troops in German territory. The head of the reference department was for six months in Library War Service at Washington headquarters as head of the book order department, directing the purchase of \$50,000 worth of books a month. One of the branch librarians is now in charge of the library in Debarkation Hospital No. 51, Hampton, Virginia, and others of the staff have gone into various bureaus of the War Department which has sought workers trained in library technique.

Publicity

Perhaps less direct advertising of the library has been done during the past year than usual. Indirectly the library has received much advertising through the publicity which it has gained by its participation in a number of lines of war work, mention of which is made elsewhere in this report.

We have appreciated greatly the generous space that Seattle papers have given to the library.

Only two numbers of the "Library Poster," the bulletin of the library, have been issued. In the latter part of the year a thousand copies of a placard advertising books on ship-building and other technical subjects were printed. These were posted in the shipyards and in the industrial sections of the city and brought almost immediate returns in increased use of the Technology department.

The Federation of Women's Clubs presented a civic pageant the first week in June at the Plymouth Church in which the library was invited to take part. A modest attempt was made to dramatize the work of the library by showing the various kinds of people who use its books. A library assistant, seated at a table on the raised platform at one end of the church, distributed books to the stream of people who stopped at her desk and then crossed the platform. A large sign, displayed at the front of the platform, said, "We use the Public Library! Do

you?" As the people crossed the platform smaller signs were placed below the large one describing the person or persons then receiving books, so that if their dress did not advertise their interests sufficiently the sign would clinch the matter. Among them was a woman dressed in cap and apron, wearing a large Hoover badge and carrying a flour-sifter, a large spoon, and other cooking utensils. A dressmaker with paper patterns, pincushion, and so on, followed, and after her came a gardener with rake and hoe. Besides these there were vacation campers, a mother, a musician, an artist, an electrician, a mechanic, a group of children, a blind man, a carpenter, a student in cap and gown, and a group of "new citizens" to each of whom was given an American flag with his book. These new citizens were in their native dress and were truly gorgeous. There were Chinese, Japanese, Norwegian, Finnish, Russian, Belgian, and French costumes and in most cases the wearer was of the same nationality as the dress. At the close a story was told to a group of children and a large sign on the platform announced it a "Library Story-telling."

Library meetings

The Pacific Northwest Library Association held its ninth annual conference in Seattle on September 2 and 3. Frank P. Hill, librarian of the Brooklyn Public Library and chairman of the War Finance Committee of the American Library Association, and Carl H. Milam, assistant director of Library War Service, who came to the Pacific Coast in the interests of the United War Work Campaign, were able to arrange their visit to Seattle to coincide with this meeting of Northwest librarians. The Puget Sound Library Club met in Seattle on December 27. Charles H. Compton, reference librarian, represented the library at the annual conference of the American Library Association held in Saratoga Springs, New York, July 1 to 6.

Changes in the Board of Trustees

After an active and interested service of ten years—three years in filling out an unexpired term followed by a full seven-year term—Daniel B. Trefethen retired from the Board. He served two years as president of the Board.

To fill this vacancy Mayor Ole Hanson appointed Mrs. Rose B. Simmons on May 1 for a seven-year term.

Dr. J. Allen Smith, who had given nearly six years' valuable service on the Board, resigned December 9 because of temporary removal from the city, and Livingston B. Stedman was appointed by Mayor Hanson to fill the vacancy thus occurring.

Staff

The staff contributed liberally to Liberty Loans and all other war drives. An active War Savings Society was organized and the members purchased \$10,070 in War Savings Stamps, while in the 4th Liberty Loan \$9,500 was subscribed, the library's quota being \$9,000.

At general staff meetings held during the year talks were given by W. E. Henry, librarian of the University of Washington, on his experiences in organizing the library at Camp Fremont; Edward E. Ruby, librarian at Camp Lewis, on the work of his library; and Vilhjalmur Stefansson, about his Arctic experiences.

There were probably more changes in the staff during 1918 than in any previous year. Zulema Kostomlatsky, head of the Circulation department, resigned to become assistant librarian of the Portland Library Association and Sarah Virginia Lewis, a graduate of the Wisconsin Library School and librarian of the Homewood branch in Pittsburgh, was appointed to succeed her. Mary N. Baker, assistant superintendent of circulation, and Jessie Eastman, in the Circulation department, resigned to accept positions in the New York Public Library. Jessie E. Bishop, of the University of Illinois Library School and head of the Circulation department in the Cedar Rapids Public Library, was appointed assistant superintendent of circulation. Maud R. Macpherson was appointed librarian of the University branch to take the place of Mrs. Mary Dennis, who was transferred to the Schools division at the Central library. Lillian E. Anderson resigned from the Circulation department to accept the position of librarian of the Lincoln Park High School, Tacoma. Jean McIntosh resigned as librarian of the West Seattle branch to become librarian of the Queen Anne High School. Ida E. Adams, a graduate of Simmons College Library School, became a member of the staff in January and was transferred to the West Seattle branch as librarian in September. Maud Putman, of the Yesler branch, was appointed librarian of the Georgetown branch upon the resignation of Miss Pancoast, who accepted a position in the Tacoma Public Library. Harriet Leitch, librarian of the Yesler branch, was granted a year's leave of absence to engage in library war service of the American Library Association, and Mrs. Mabel Williams is filling the temporary vacancy. In answer to a call from the War Department for trained library workers, Lillian Collins, Mary Gibb, Roberta Meredith and Cecile Watson went to Washington, D. C.; Miss Collins will return at the end of a year. Florence M. Waller, a graduate of Washington State College and the New York State Library School, was appointed technology librarian to fill the place of Claude S. Thompson, who resigned late in 1917. Mary Hunter resigned as children's librarian of the University branch to go into Red Cross work. Other appointments on the staff are: Mary Kobetich, of the Wisconsin Library School; Sonja Wennerblad and Kathinka Von der Lippe, both of the Wisconsin Library School and Cleveland Training Class for Library Work with Children; Florence Severs, of the New York Public Library School; and the following graduates of the University of Washington Library School, class of 1918: Edith Cleaves, Louise Coleman, Helen Corbett, Rosamond Frew, Dorothy Hayes, Elizabeth Henry, Doris Hoit, Edith Monk, Hilda Plimmer, and Edith Wallace.

We regret to report that the staff lost two members through death: Laura Stealey, children's librarian of the Columbia branch, early in the year, and Ernestine Heslop, of the Circulation department, during the influenza epidemic. These are the first deaths among the staff for many years.

The library has a creditable record for the past year. In addition to the volume of war work which has been handled there has been the usual amount of work with the general public, and this has been done without adding to the staff. Every effort has been made to practise rigid economy, which we have recognized as necessary during war times. No expenditures except for necessary maintenance and repairs have been made. The Library Board went very carefully into the matter of library salaries and increases were made pretty generally. The larger part of the staff received an increase of \$20 per month. This was advisable, both because of the increased cost of living and because of openings elsewhere with higher compensation. Even so, we have lost many excellent assistants. With the appropriation for the coming year less than requested from the City Council, it may be necessary to somewhat restrict the service rendered the public. We hope this can be done without seriously affecting the efficiency of the library. At best it will prevent the extension of service in some lines where extension seems greatly needed.

In behalf of the Librarian and for the short period while I have been acting librarian, I wish to express my appreciation of the active support of the Library Board and also to acknowledge the splendid service and spirit of the staff during a year which, with extra war work and the influenza epidemic, has been unusually trying.

CHARLES H. COMPTON
Acting Librarian

Appendix A

Library Staff, December, 1918

EXECUTIVE DEPARTMENT

Judson T. Jennings†	Librarian
E. L. Chapman, <i>librarian's secretary</i>	Jeanne A. Bowman, <i>auditor</i>
Mary E. Jenkins, <i>office assistant</i>	Irene Knight, <i>multigrapher</i>

ORDER DEPARTMENT

Helen Gracie	Chief of Department
Gertrude Crocker	Florence McLaughlin*
E. Fay Woolsey*	Florence Ray, <i>stenographer</i>
Mrs. Mabel Clary* and Margery Heisler,	<i>helpers</i>

CATALOGUE DEPARTMENT

Kate M. Firmin	Chief of Department	
Harriet C. Allison	Helen Gillette	Katharine Walsh
Charlotte S. Best	Agnes Hansen	C. Isabelle Wheeler
	Mrs. Helen Lathe	
Irma Pond and Maria M. Watson,	<i>typists</i>	

CIRCULATION DEPARTMENT

Sarah Virginia Lewis	Superintendent of Circulation	
Jessie E. Bishop	First assistant	
Edith Cleaves	Edith E. Hile	Fanny E. Reynolds
Mrs. Florence G. Davis	Doris Hoit	Florence H. Severs
Rosamond Frew	Blanche Josselyn	Edith Wallace
Dorothy Hayes	Florence McLaughlin*	Marjorie Zinkie
Margaret Harmon and Louise Clelland*,	<i>private telephone exchange</i>	
W. C. Young, <i>collector</i>	Edna Nichol, <i>head page</i>	

PAGES

John Calvin	Lee Hall*
Florence Carlson	Geraldine Shalow
Annie Flood	Jennie Wooley*

REFERENCE DEPARTMENT

Charles H. Compton‡	Reference librarian
Mrs. Gertrude F. Hess	Assistant reference librarian.
DuBois Mitchell	Municipal reference librarian
Agnes Bush	Lillian Collins†
Mary Kobetich	Winifred Washburn

PAGES

Vera Alcorn	Kenneth Graham*	Irma Howell*
Anne Martin	Miriam Spidell*	

*Part time. †On leave of absence ‡Acting librarian in absence of librarian.

Art and Technology Room

Annie H. Calhoun *Head of Fine Arts*
Florence M. Waller *Technology librarian*
John D. Leechman Mrs. Llewellyn Thomasson

PAGES

Olive Aiken Mary Crueger Glen Fullerton* Leona Ross*

Periodical Division

Eva W. Graves *Head of Division*
Annie Glennie* Elizabeth T. Kirkwood Mrs. Agnes Sutton*
Dorothy Roehr, *page*
Alfred J. Villars, *newspaper custodian* Robert Underwood*

CHILDREN'S DEPARTMENT

Gertrude Andrus *Superintendent of Department*
Augusta Anderson Dorothy Grout
Freda M. Glover Corinne R. Ruttle
Mabel Johnson, *page*

Schools Division

Estella M. Slaven, *head* Mrs. Mary W. Dennis, *assistant*

BRANCH DEPARTMENT.

Headquarters

Josephine G. Taber *Superintendent of Branches*
Margaret D. Hargrave Alice F. Kittredge Hilda M. Plimmer
Wm. Montgomery* and Lawrence Muth*, *messengers*
Magdalene Zeiser*, *mender*

Ballard Branch

Edith Morse, *librarian* Mary Hughes, *children's librarian*
Helen Corbett Mrs. Ruth Severns
Ruth Caskey* and Jennie Nordstrom*, *pages*
John Cheshire, *janitor*

Columbia Branch

Laurentine Meissner, *librarian* Kathinka von der Lippe, *children's librarian*
Ernest Craggs, *janitor* Esther Boyd* and Percy Myers*, *pages*

Fremont Branch

Emma K. McCullough, *librarian* Sonja Wennerblad, *children's librarian*
Mrs. Abbie Barnes*, *janitress* Ruby Towery* and Gladys Williams*, *pages*

Georgetown Branch

Maud Putman, *librarian* Lena Knoll*, *page*

Green Lake Branch

Mary A. Batterson, *librarian* Louretta C. Cole, *children's librarian*
Mary E. Keeney C. H. Foster, *janitor*
June Jacobs* and Kathryn Weyant*, *pages*

*Part time.

Queen Anne Branch

F. Louise Holmes, *librarian* Anna M. Anderson, *children's librarian*
Floy Matthis* W. H. Scowcroft, *janitor*
Betty Hansen* and Edwin Behring*, *pages*

University Branch

Maud R. Macpherson, *librarian* Vacancy, *children's librarian*
Louise Coleman Hazel Erchinger* Edith Monk
Bramlett Beck* and Margaret Naftzger*, *pages* Wm. Warner, *janitor*

West Seattle Branch

Ida E. Adams, *librarian* Catherine Nichol, *children's librarian*
Carl Mahnken* and Evangeline Rudolph*, *pages*
A. C. Schoonmaker, *janitor*

Yesler Branch

Harriet E. Leitch†, *librarian* Mrs. Mabel S. Williams, *temporary librarian*
Addie J. Phinney, *children's librarian*
Stella Bateman Elizabeth Henry
Philip Lidston, *janitor*
Marie Dewey*, Lewis Snellenberg* and Edith Winship*, *pages*

BINDERY

Harry W. Hyde *Foreman*
Christian Grann, Louis N. Miller, D. O. Stammers, *forwarders*
C. J. Von Carnop, *apprentice*
Mildred Gross, Mattie Miller, and Mrs. Ora Rood, *stitchers*

MECHANICAL DEPARTMENT

H. R. Rogers *Chief engineer*
Robert Bishop, *assistant engineer* A. A. Young, *fireman*

JANITORS

John Halloran John Kotschenreuther
Fred Hardy S. A. Roshon
Albert Greathouse* and C. G. Oyston, *elevator men*

CLEANERS

Mrs. J. W. Greathouse Yulah Martin Mrs. Mary Richardson

Comfort Stations

Mrs. R. M. Butler and Mrs. Martha Lee, *matrons*
H. C. Bell and Charles Lee, *attendants*

†On leave of absence. *Part time.

Appendix B

Statistics according to form adopted by American Library Association.

Annual report for year ending December 31, 1918.

Name of librarian, Judson T. Jennings.

Population served, 365,445 (U. S. Census Bureau estimate July 1, 1917—no later figures available).

Free for lending; free for reference.

Total number of agencies, 148, consisting of Central library; 9 branches (7 in separate buildings); 14 stations. Other agencies: 73 schools (587 collections in 417 schoolrooms), 37 fire stations, 4 playgrounds, and 10 miscellaneous.

Central library open 328 days (closed 37 days on account of influenza); for lending, 78 hours per week; for reading, 86 hours per week.

Total number on staff in equivalent of full time, 139.

Total valuation of library property, \$1,597,000.

288,291 volumes January 1, 1918; 28,402 added during year by purchase; 1,678 by gift or exchange; 11,874 volumes withdrawn. Total number of volumes January 1, 1919, 306,497.

Lent for home use: Total, 1,314,786 volumes (adult, 810,390; juvenile, 504,396). Fiction, 825,685 volumes (adult, 540,396; juvenile, 285,289).

Number of pictures lent for home use, 16,785; music, 5,956; clippings, 2,058.

Number of exhibitions held, 3.

Number of publications issued, 3.

Number of borrowers registered during the year, 31,427 (adult, 23,077; juvenile, 8,350). Total number of registered borrowers, 66,678 (adult, 48,962; juvenile, 17,716). Registration period, 2 years.

Periodicals (including newspapers and transactions of societies), titles, 955; copies, 1,536.

No count kept of number of people using reading rooms.

RECEIPTS FROM

Available balance January 1.....	\$ 9,891.21
Local taxation	187,522.19
Fees from members, students, etc.....	96.00
Fines and sales of publications.....	7,182.12
Duplicate pay collection.....	265.40
10% of city's receipts from licenses, fines and fees.....	18,260.03
Other sources	1,489.38
Total	\$224,706.33

PAYMENTS FOR

Maintenance	
Books	\$ 29,168.21
Periodicals and newspapers.....	3,516.03
Binding (including salaries).....	11,590.96
Salaries, library service	109,574.74
Salaries, other service	23,962.81
Insurance	153.13
Rent	550.00
Heat	4,021.54
Light	3,346.25
Other maintenance	13,704.36
Total	\$199,588.03

Appendix C-Table 1

1918. Total circulation by classes.

	Central Library	Ballard	Columbia	Fremont	Georgetown	Green Lake	Queen Anne	University	West Seattle	Yesler	Schools	Playgrounds	Deposits	Grand Total	Percentage
General works.....	2,388	683	692	886	251	688	402	1,477	578	623	22	19	8,709	.65
Philosophy.....	10,963	470	431	340	196	483	558	768	490	453	73	216	15,441	1.16
Religion.....	6,776	886	316	343	327	717	479	719	532	1,052	1,508	8	31	13,694	1.03
Sociology.....	14,677	1,066	606	588	322	1,105	1,124	1,718	735	1,519	1,098	29	2,257	26,844	2.01
Fairy tales.....	8,519	4,315	3,040	2,372	1,837	3,804	3,136	5,066	2,886	7,790	8,966	547	52,278	3.91
Philology.....	4,598	2,050	1,042	647	815	2,066	1,195	1,468	1,468	3,963	188	75	19,688	1.47
Natural science.....	9,089	1,438	594	709	495	1,397	906	1,743	913	1,731	4,703	14	391	24,101	1.80
Useful arts.....	26,152	3,341	1,668	1,755	1,108	2,927	2,186	2,943	2,027	2,867	2,043	23	1,332	50,372	3.76
Fine arts.....	21,209	2,735	1,752	1,457	1,032	2,227	1,890	2,797	1,600	3,150	1,027	63	257	41,208	3.09
Literature (except fiction).....	28,795	3,808	2,449	2,080	1,365	3,322	3,073	5,166	2,852	6,392	3,330	143	445	63,310	4.74
Travel.....	18,769	3,477	2,138	1,380	1,001	3,315	1,703	2,210	2,283	2,888	8,484	65	782	49,875	3.73
History.....	10,349	1,543	928	1,282	1,139	3,191	2,719	3,670	2,926	4,318	4,493	51	762	38,831	2.91
Biography.....	265,189	61,506	38,836	646	1,479	1,326	1,055	1,805	1,118	1,900	5,413	17	396	26,835	2.01
Fiction.....	204	4	49,913	72,175	39,271	79,008	60,563	2,055	39,525	825,685	61.80
Books for blind.....	857	2	210	.02
Pictures and selections.....	15,383	857	911	3	29	2,264	46	65	191	1,608	21,357	1.60
Periodicals.....	29,492	3,566	2,554	2,613	2,053	4,437	3,088	3,547	2,938	3,417	57,705	4.31
Total.....	484,395	94,299	59,337	57,881	36,657	85,906	73,473	107,139	62,817	122,739	101,889	3,123	46,488	1,336,143	100.00

Appendix C--Table 2

Adult circulation by classes 1918.

	Central Library	Ballard	Columbia	Fremont	Georgetown	Green Lake	Queen Anne	University	West Seattle	Wesler	Deposits	Total	Percentage
General works.....	538	172	88	159	40	120	41	290	33	66	19	1,586	.19
Philosophy.....	10,884	427	418	329	189	462	551	726	483	423	216	15,069	1.81
Religion.....	5,417	267	108	190	95	216	240	364	241	283	31	7,452	.90
Sociology.....	13,323	628	365	387	234	689	807	1,291	469	1,016	2,237	21,476	2.58
Philology.....	3,110	169	40	34	42	79	98	165	67	308	75	4,196	.51
Natural science.....	6,878	378	168	175	97	282	256	579	203	396	391	9,803	1.18
Useful arts.....	23,814	2,073	982	839	646	1,711	1,057	1,610	1,181	1,668	1,332	36,913	4.44
Fine arts.....	18,313	1,479	714	610	500	976	761	1,131	726	984	257	26,451	3.18
Literature (except fiction).....	23,803	1,465	725	848	360	1,059	1,267	2,529	1,259	2,480	445	36,220	4.36
Travel.....	8,593	905	333	502	342	555	761	902	674	746	762	15,005	1.82
History.....	14,482	1,776	931	1,400	520	1,405	1,669	2,051	1,420	2,040	762	28,465	3.43
Biography.....	8,256	645	300	283	128	429	471	791	381	533	396	12,623	1.52
Fiction.....	216,126	36,935	23,039	24,792	14,808	35,932	31,074	45,768	23,199	49,198	39,525	540,396	65.02
Books for blind.....	204	4	2	210	.03
Pictures.....	15,383	710	896	1	2,240	32	65	189	1,157	20,673	2.48
Periodicals.....	28,351	3,151	2,434	2,526	1,820	4,073	2,774	3,415	2,879	3,002	54,425	6.55
Total.....	397,484	51,184	31,541	33,085	19,821	50,238	41,859	61,679	33,384	64,300	46,488	831,063	100.00

Appendix C--Table 3

Juvenile circulation by classes 1918

CLASS	Central Library	Ballard	Columbia	Fremont	Georgetown	Green Lake	Queen Anne	University	West Seattle	Yesler	Schools	Playgrounds	Total	Percentage	
General works.....	1,850	511	604	727	211	568	301	1,187	545	557	73	22	7,143	1.48	
Philosophy.....	79	43	13	20	7	21	7	42	7	30			342	.06	
Religion.....	1,359	619	208	153	232	501	239	317	291	769	1,508	8	6,242	1.23	
Sociology.....	1,354	438	241	201	88	406	317	427	266	503	1,098	29	5,368	1.05	
Fairy tales.....	8,519	4,315	3,040	2,372	1,837	3,804	3,136	5,066	2,886	7,790	8,966	547	52,278	10.31	
Philology.....	1,479	1,881	1,002	613	773	2,017	1,097	1,303	1,401	3,655	188	83	15,432	3.05	
Natural science.....	2,131	1,058	426	534	398	1,115	650	1,164	710	1,335	4,703	14	14,298	2.82	
Philology.....	2,538	1,268	686	810	462	1,216	1,129	1,333	846	1,199	2,043	23	13,459	2.65	
Useful arts.....	2,886	1,256	1,038	847	532	1,251	1,129	1,666	883	2,166	3,390	66	14,757	2.91	
Fine arts.....	4,992	2,433	1,724	1,232	639	2,263	1,806	2,637	1,613	3,912	3,330	143	27,090	5.34	
Literature (except fiction).....	3,330	1,561	1,047	829	639	1,760	942	1,308	1,600	2,142	4,484	65	23,736	4.68	
Travel.....	4,227	1,701	1,207	873	619	1,769	1,050	1,619	1,506	2,278	4,493	51	21,410	4.22	
History.....	888	628	353	351	351	897	584	814	737	1,427	5,413	17	14,212	2.80	
Biography.....	49,063	24,571	15,797	15,037	9,400	17,675	18,839	20,407	16,072	29,810	60,563	2,055	285,289	56.23	
Fiction (inc. picture books).....	2,058	147	15	2	23	24	14	132	59	451			2,742	.54	
Selections.....	1,141	415	120	87	233	364	314						3,280	.62	
Periodicals.....															
Total.....	88,969	43,115	27,796	24,796	16,836	35,068	31,614	45,460	29,433	58,439	101,889	3,123	507,138	100.00	

Appendix D

Financial Statement

Available library fund balance in city treasury, January 1, 1918.....	\$ 9,891.21
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RECEIPTS

Library collections	\$ 9,032.90	
Licenses, fines, and fees.....	13,260.03	
Taxes	187,522.19	
Total receipts from city		214,815.12
Total available for 1918.....		\$224,706.33

EXPENDITURES

Central Library—		
Library staff payroll	\$ 73,966.58	
Building payroll	15,843.18	
Repairs and alterations	2,072.06	
Fuel	1,815.83	
Light	2,455.00	
Power	581.60	
Water	372.25	
Telephones	33.00	
Insurance	153.13	
General expense	678.78	
		97,971.41

Branch Libraries—		
Payroll (including janitors)	43,727.79	
Fuel	2,205.71	
Light	891.25	
Power, Columbia	47.30	
Water	141.20	
Telephones	423.50	
Rent, Fremont	550.00	
Light and heat, Georgetown.....	257.40	
Drayage	229.50	
General expense	1,182.69	
		49,656.34

General and undivided expenses—		
Building supplies	2,210.13	
Furniture, fittings, and fixtures	672.00	
Stationery, printing and supplies.....	4,802.95	
Books and maps	29,168.21	
Periodicals and newspapers	3,516.03	
Bindery payroll	8,895.20	
Bindery supplies	2,695.76	
		51,960.28

Total maintenance		\$199,588.03
Balance in fund December 31, 1918.....		\$ 25,118.30

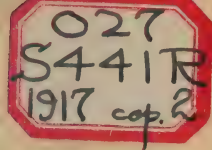
SUMMARY OF STATISTICS

	1917	1918
Population (U. S. Census Bureau estimate July 1, 1917).....	365,445	365,445
Number of volumes December 31.....	288,291	306,497
Number of volumes added during the year.....	19,971	18,206
Number of periodicals received including duplicates.....	1,366	1,329
Number of newspapers received including duplicates.....	237	207
Number of borrowers registered during the year.....	35,251	31,427
Total registration December 31.....	69,791	66,678
Percentage of population registered as borrowers.....	19	18

Circulation of books for home use:

Central library	542,706	484,395
Ballard branch	107,585	94,299
Columbia branch	65,106	59,337
Fremont branch	58,275	57,881
Georgetown branch	39,836	36,657
Green Lake branch	98,297	85,906
Queen Anne branch	77,311	73,473
University branch	117,159	107,139
West Seattle branch	66,589	62,817
Yesler branch	132,746	122,739
Schools	82,010	101,889
Playgrounds	2,950	3,123
Deposit Stations	42,157	46,488
Total.....	1,432,727	1,336,143

Circulation per capita.....	3.9	3.65
Percentage of fiction circulation to total circulation.....	58.7	61.8
Tax rate8 mills	.85 mills
Total receipts from city.....	194,901.05	214,815.12
Expenditures for salaries	113,218.94	133,537.55
Expenditures for books	25,921.79	29,168.21
Expenditures for periodicals.....	3,775.90	3,516.03
Expenditures for binding.....	12,735.00	11,590.96
Other operating expenses	24,817.14	21,775.28
Total regular expenditures	180,468.77	199,588.03
Extraordinary expenditures	16,467.94
Total expenditures	196,936.71	199,588.03



Seattle Public Library

Twenty-seventh Annual Report

1917

SEATTLE PUBLIC LIBRARY

Central Library

Fourth Avenue and Madison Street

Telephone, Main 2466

HOURS OF OPENING

Week days 9 a. m. to 10 p. m.
Sundays and holidays named below, for reading only 2 p. m. to 10 p. m.

The Children's room and Teachers' room are open on week days from 9 a. m. to 9 p. m. and are closed on Sundays and holidays.

The following holidays are observed: New Year's Day, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

Branch Libraries

Open from 2 to 9 p. m.; closed on Sundays and the seven holidays named above.

Branch	Location	Telephone
Ballard	2026 Market St.	Ballard 158
Columbia	Rainier Ave. and Alaska St.	Rainier 67
Fremont	3425 Fremont Ave.	North 348
Georgetown	13th South and Stanley	Sidney 58
Green Lake	E. Green Lake Blvd, and 4th N. E.	Ken. 850
Queen Anne	4th W. and W. Garfield	Q. A. 1918
University	10th N. E. and E. 50th	Ken. 703
West Seattle	College W. and 42d S. W.	West 468
Yesler	23d Ave. and Yesler Way	Beacon 216

Deposit Stations

South Park Pharmacy	8225 Dallas Ave.	Sidney 192
Lake View Pharmacy	34th Ave. and Cherry St.	East 298
Mission Pharmacy	901 19th Ave. N.	East 532
Youngstown Pharmacy	3858 26th S. W.	West 906

The use of the reading and reference rooms is free to residents and non-residents alike, and a borrower's card is not required for such use.

Any resident of Seattle may secure a borrower's card entitling him to borrow books from the library without charge, on signing an application and agreement in the presence of a registry assistant at the central library or at one of the branches or deposit stations.

Twenty-seventh Annual Report

of the

Seattle Public Library

1917

Library Board, 1917-1918

The seven members of the Library Board are appointed by the Mayor, one member each year for a term of seven years.

Daniel B. Trefethen.....	Term expires April 1, 1918
Mrs. W. A. Burleigh.....	Term expires April 1, 1919
J. Allen Smith.....	Term expires April 1, 1920
J. A. Stratton.....	Term expires April 1, 1921
Samuel Morrison.....	Term expires April 1, 1922
Samuel Koch.....	Term expires April 1, 1923
John W. Efaw.....	Term expires April 1, 1924

Officers of the Board

Daniel B. Trefethen.....	President
Mrs. W. A. Burleigh.....	Vice-president

The Librarian serves as secretary of the Board

Standing Committees

Administration.....	Messrs. Morrison, Smith, and Efaw
Art.....	Mrs. Burleigh, Messrs. Koch and Morrison
Books and Periodicals.....	Messrs. Smith, Morrison and Stratton
Branches and Delivery Stations.....	Judge Stratton, Mrs. Burleigh and Dr. Smith
Buildings and Grounds.....	Messrs. Efaw, Stratton, and Koch
Finance.....	Messrs. Koch and Efaw and Mrs. Burleigh

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1917
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TWENTY-SEVENTH ANNUAL REPORT

To the Honorable, the Mayor, and City Council of Seattle:

GENTLEMEN: In behalf of the Library Board of the city of Seattle, I herewith transmit the report of the Library department for the year 1917.

Respectfully

DANIEL B. TREFETHEN

President

Seattle, Washington, January 1, 1918.

Report of Librarian

To the Library Board of Seattle:

The most important of our library activities during the past year have been either directly or indirectly connected with the war. For this reason we are giving first place in this report to the following account of the

WAR WORK OF THE SEATTLE PUBLIC LIBRARY

Compiled by

Charles H. Compton, reference librarian

In looking back over the year 1917 the same question comes alike to every individual and every nation, "What have I done to help win the war?" The question comes in turn to the public library and the following is an answer in part. It might seem, at first thought, that a library with its long-established reputation for quiet and seclusion could have little to do with war but in the transformation within a few months of a peaceful people into a fighting nation, the library in thousands of cases has been the source of information which both individuals and institutions have used in placing themselves on a war basis. That the library has done as much as we might wish we would not maintain, but that there is a close connection between many war activities and the public library is easy to show. This holds true both in regard to those who go to the front to fight and to those who stay at home to provide the sinews of war.

Many men have changed their occupations since America declared war. For example, within a comparatively few months Seattle has seen her shipbuilding industry grow from a mere infant to a veritable giant. In the meantime the demand upon the library for books on shipbuilding and allied subjects has increased tremendously. The library now has approximately four times as many shipbuilding books as it had a year ago. There are 21 copies of Holms' Shipbuilding, probably the best book on the subject, but expensive, as it costs \$18.50. Additional copies have been ordered, for it is not unusual for forty borrowers' reserves to be on file at one time for this book. Other war industries have brought corresponding demands.

Men preparing for examinations to enter the service of the Army or Navy either as privates or officers have made extensive use of the various military manuals and texts which have been purchased liberally by the library. This use has covered every branch of the service from aeronautics to military map reading.

The efforts of the Government to stimulate food production have been aided by providing books on agriculture and vegetable gardening. 2500 copies of an attractive list on gardening were distributed through a number of seed stores in the spring and they brought such a demand for books on the subject that it was necessary to order many additional copies.

The United States Food Administration early recognized the aid which public libraries could render to the food conservation campaign. Mr. Hoover authorized a Library Section of the Food Administration with publicity directors for each state to advertise the work, Mr. W. W. Foote, librarian of Washington State College, being publicity director for Washington. Mr. Foote and Miss Edith Guerrier, head of the Library Section, visited Seattle late in the year, at which time they conferred with library workers of Seattle, Tacoma, and neighboring cities as to ways of making libraries distributing centers for information on food conservation. Already thousands of pamphlets, government bulletins, and leaflets on food saving have been distributed from the central and branch libraries and many women have signed pledge cards there. The circulation of books with economical recipes has noticeably increased. Attention has been drawn to these by the food-saving posters. Each month articles on food conservation in the current magazines are listed and a circulating collection kept on a special table. A food show demonstrating war economies was held in the Yesler Branch Library and there were also exhibits of various articles made by school children for the soldiers and sailors.

Housing for industrial workers has become a problem in Seattle and we have many demands for small house plans. These we are meeting by duplicating our best books and by ordering new titles.

The auditoriums in a number of branch libraries are being used for Red Cross work in sewing and preparing surgical dressings. Women of the neighborhood often bring their lunches and work a full eight hours and they do this day after day. Motors have been attached to the sewing machines to expedite the work.

Mrs. W. A. Burleigh, vice-president of the Library Board, managed a very successful campaign in which over 40,000 Red Cross seals were sold. Several hundred school children came to the Green Lake Branch Library and under Mrs. Burleigh's direction canvassed the district with all thoroughness.

In the National Service Handbook published by the United States Committee on Public Information, under the heading, "Forming public opinion," will be found this paragraph: "The public libraries by furnishing their readers with the best books, pamphlets, maps, and magazines.....may help to make the war a personal challenge, and a definite and familiar task to the general public.....Special attention should be paid by libraries to the task of collecting and exploiting material giving the reasons for America's participation in the war." This is exactly what the Seattle Public Library has been doing. It has been buying, and in many cases duplicating, desirable books on all phases of the war, including personal narratives, economic and political studies, war poetry, and international law. The library has now several thousand books on war topics and it is a conservative estimate that 90 per cent of the circulating books are out all of the time. In this connection it is interesting to note that all the extremely popular books of the year have been in some way connected with the war. "Mr. Britling sees it through" continued its 1916 popularity throughout a greater part of 1917. Book dealers report that "Over the Top" has broken all records as a best seller, and in spite of the fact that the library has seventy-eight copies of this book it is not unusual for over one hundred persons to have reserves for it at one time. In fact, it seems impossible to meet the demand for any of the more recent war books although duplicate copies are bought freely. Many lists on various subjects connected with the war have been distributed. The library is a depository for government documents and through them is making available official information in regard to the war. The Official Bulletin, published by the government with the express purpose of keeping the public accurately informed, is greatly used. The library receives ten copies, one for the central library and one for each of the branch libraries.



Food Conservation Exhibit at Green Lake Branch Library

A circulation of nearly a million and a half books in 1917 means many hours of reading. The recreation and relaxation which thus come to thousands of people are, it would seem, needed as never before in these times of stress and war. If people are to keep sane they can not let their minds dwell constantly on war and what is better than good books to help them put aside the thoughts of war occasionally in order that they can meet with renewed vigor the responsibilities which war brings?

The above perhaps gives an idea of what the library is doing to help the stay-at-homes win the war, but it is also rendering direct service to the fighting forces. Our work for the soldiers began about the time war was declared. As so many of the men in the National Guard were ordered to lonely and remote parts of the state, acting as guards over bridges, tunnels, etc., the Y. M. C. A. began immediately to receive calls for reading material and came to us for assistance. Co-operating with the Y. M. C. A., we supplied these isolated men with books and magazines. We also sent books to Port Townsend to be distributed to the army posts in that part of the state. We stopped giving away adult discarded books to other places—country schools and libraries—as we felt the soldiers' needs should be considered first.

In June the American Library Association at its annual conference held in Louisville devoted a major portion of its time to the subject of Library War Service and appointed a general committee with many subcommittees to proceed with the preparation and execution of plans for adequate library service to soldiers and sailors. In August came an official request from the Secretary of War asking the American Library Association to undertake this library war service. In the latter part of September a national campaign for a million dollars was carried on to provide buildings, books, equipment, and librarians for camp libraries in this country and in France. More than a million was secured. Seattle raised \$9,361.80, the larger part of which was in dollar contributions. Even at this late date the library wishes to express publicly its appreciation to the many men and women who gave of their time so generously in soliciting contributions and also appreciation to those who contributed to the library fund. Book-plates with the names and addresses of contributors are being placed in the books purchased for the soldiers and sailors. Mention should also be made of the part played by the school children, many of whom made very real sacrifices that they might contribute. Small barrels were placed in each children's room with an appeal to the children to give up some pleasure and to donate the money saved to the fund for War Libraries. The children themselves designated these barrels "self-denial barrels," and the total contributions from school children amounted to nearly \$500. We are deeply indebted to the teachers and principals for their interest and assistance. They not only gave generously of money but helped greatly in arousing the enthusiasm of the children.

The city was divided into districts with headquarters in the central and branch libraries and a house-to-house canvass was made in each district. There was keen rivalry between the different districts as is shown by the amounts subscribed. Queen Anne led University by \$7.50, while Green Lake was a close third. A list of the districts with the names of the chairmen and the amounts subscribed follows. We were greatly indebted to Seattle newspapers for publicity during the week of the drive.

Ballard	Mr. Frank Keen.....	\$213.25
Columbia	Mrs. George Stanton.....	382.41
Fremont	Major Richard M. Buttle.....	172.41
Georgetown	Mrs. R. M. Erspamer.....	238.54
Green Lake	Mrs. W. A. Burleigh.....	798.90
Queen Anne	Mrs. D. B. Trefethen.....	938.13
University	Mr. W. E. Henry.....	930.63
West Seattle	Mr. Charles Howe.....	760.01
Yesler	Mrs. M. A. Weed and Mr. E. L. Wiener..	281.74
Central	Mrs. J. A. Reed.....	2,448.31
Teachers		503.00
Miscellaneous		1,012.98
Mt. Baker, Madrona, etc.	Women's Univ. Club (Mrs. Geo. Soliday)	680.49
TOTAL		\$9,361.80

In October at the request of the War Committee of the American Library Association, the Seattle Library Board granted a leave of absence to the librarian for two months to take charge of the organization of the library at Camp Lewis. A rather personal account of his work there follows:

"Never in my life has work proved so enjoyable as during the brief two months spent in organizing the library at Camp Lewis. I went to the camp October 24, 1917. The contract for the building had already been let by the Washington headquarters of the American Library Association to the Hurley-Mason Company, the contractors who built nearly all of the Camp Lewis buildings. After some search this contract was located on one of their desks and we were able to prove to them that it **was** a contract. It was then necessary to secure a construction order from Colonel Stone, the constructing quartermaster, and a location for the building from General Greene. These matters occupied some two or three days and we then thought that work could proceed, but the contractor informed us that it would take two or three weeks to get the lumber. Interviews with General Greene and Colonel Stone saved this delay, however, as they gave permission to use government lumber, replacing it later from our own order. Work began the next day with a force of twenty-eight carpenters and the building rose like a small boy's balloon. When it was half finished, the specifications came from Washington. Up to that time we had been working from blueprints only. However, no blunders had been made and much time had been saved.

"When the building was well under way we were greatly disappointed to learn that shelving and furniture of oak had been ordered in the East and could not arrive until late in December. We were fortunately able to persuade our Washington headquarters to cancel this furniture contract so far as Camp Lewis was concerned, and permit us to have the furniture made here of fir. Some little time was taken to make the furniture plans. In response to our telegram the Library Bureau kindly sent us a blueprint of the delivery desk which they were making for the libraries in the other camps. From the Seattle Public Library we secured dimensions and sketches for tables, magazine rack, map case, and book truck. With these in hand we worked out sketches for our own furniture and turned them over to a Tacoma mill as fast as they were completed. For seats we ordered bow-back kitchen chairs, unfinished, from the factory. As soon as the furniture and chairs were in place the painters gave them one coat of gray stain to match the interior wood work. This gray stain has been used throughout the inside and on the exterior walls as well. The bright bookbindings lend color and the combination gives a very pleasing effect. Incidentally we saved between \$900 and \$1,000 over the cost of oak furniture and we think that the gray furniture in fir is in greater harmony with the building and with other equipment throughout the camp.



Camp Lewis Library

"The Camp Lewis building was the first cantonment library finished and it was opened for use on November twenty-eighth. It is located near the general headquarters building, opposite the theatre and just west of the First Brigade. It is a one-story building 120 by 40 feet. It contains at one end sleeping quarters and bath for the men on the regular library force. The remainder of the building is one large room equipped with shelving for twelve thousand volumes and with eleven reading tables, two hundred chairs, and the necessary library furniture. The cost of building and equipment was approximately \$7,000, a saving of \$3,000 over what we understood to be the allowance.

"If we could do the work all over and get authority to make certain changes, I think we could greatly improve the building. Our chief criticism is that the building is too small, at least for Camp Lewis, and should have a large work room at the rear. If the funds permit, and the work continues, it may be advisable to construct an addition that will provide such a workroom and an enlargement of the reading room with a fireplace. The suggestion to provide a workroom in the present building by a re-arrangement of the bookcases would not be satisfactory because the main room is already crowded.

"The library work at the camp is now in charge of Edward E. Ruby, who will serve permanently as camp librarian. Mr. Ruby has been professor of Latin in Whitman College at Walla Walla, Washington. He also served as dean of the College and had general supervision of the College library. His experience in dealing with young men will make him of great service in the Camp Lewis Library.

"For assistant librarian we secured Lewis Castle, who had for ten years been employed in Shorey's secondhand bookstore in Seattle. Mr. Castle's knowledge of books has already demonstrated his value. The other two assistants are Mr. Etzkorn and Mr. Rowell. All four are men of some education and all have had experience in libraries or with books. They have all been anxious to get into war service and I can not speak too highly of the fine spirit and enthusiasm they have shown. This spirit and the fact that their abilities supplement each other ought to make the library an effective force in the camp.



Camp Lewis Library Staff and
Detailed Soldier Assistants

"For other help we have been indebted to volunteers. They have come in large numbers from Tacoma and Seattle, chiefly from the two public libraries in these cities. We are especially indebted to Jeanne Johnson and Kate M. Firmin, head cataloguers at Tacoma and Seattle, for their splendid help. John B. Kaiser, librarian of Tacoma Public Library, has been very generous about lending members of his staff. The Tacoma Automobile League for War Service furnished transportation for these volunteers.

"The books now in use are nearly all donations and a fine lot they are, too, numbering about 25,000 volumes. These have come chiefly from Portland, Seattle, and Tacoma, where splendid work has been done in securing and preparing the donated books. Of course these donations are largely fiction, but that is because fiction is what most people read and therefore it is what most of the men want. Some titles are duplicated many times, but these can be used in the branches. For instance, there is a whole shelf full of 'Freckles' and forty copies of 'Black Rock.'

"A few first editions have appeared. Mr. Castle is very keen in catching these and they will be sold and the money used for other books. We have first editions, for instance, of Mark Twain's 'Jumping Frog' and of some of O. Henry's books.

"Other books are being purchased from the War Service fund to supplement and round out the collection.

"The preparation of the books has been made as simple as possible. We have used the Dewey classification. Fiction has no class mark. Each book has a book-plate, a book-pocket, and a book-card. The only records are the charging system and a shelf list.

"The central library being located at one end of the camp is of course inaccessible to a great many of the men. While some reading and some lending of books will be done at the central library its chief use will be as an administrative center from which branches will be organized and operated.

"I think you may be interested in hearing about the traveling library scheme that we have worked out for the Camp Library. Its general merit is the saving of work. Small traveling library bookcases have been made, in some instances by the library, and in others by the men in the regiments. These cases have two shelves holding a total of fifty volumes. Each bookcase has two doors and the case serves not only as a shipping case between the central library and the barracks but as a bookcase when in the barracks. On the inside front cover of each book assigned to these traveling library cases we place a rubber stamp impression, reading:

American Library Association
Camp Lewis Library
Traveling Collection No.———
Book No.———

"These traveling collections are fixed, that is, the books in each traveling library will remain in that case so long as they are used at Camp Lewis. Each collection has a number and the books in each collection are numbered from 1 to 50. With each traveling collection we send a small blank book containing 50 numbered pages. This is used as a charging book by the man detailed in each company to look after the library. On Page 1 of the book he charges the various issues of book No. 1 from his collection. The remaining pages are used in a similar way for the other books. This makes it unnecessary to write author and title at the tops of the pages of the charging book.

"On the inside of one of the doors of the bookcase is pasted a typewritten list of the 50 volumes comprising the collection. This list is arranged alphabetically by author and since the books are alphabetized before being numbered the list is also in numerical order. A duplicate of this typewritten list is retained at the central library and receipted for by the company commander.

"The books in each collection are all duplicates of books in the central library. Each collection has forty volumes of fiction and ten of non-fiction. The collections in one regiment are differentiated as much as possible in order that monthly transfers may be made among the companies in one regiment. Our plan is to have such transfers made on the first day of each month.

"In addition to the central library and these traveling collections in the barracks thirteen branch libraries have been established at various places throughout the camp."



Camp Lewis Library

While the above work was going on at Camp Lewis a strenuous campaign for books was being carried on at home. About 11,000 books were donated by the people of Seattle within a few weeks. As a whole the books given were clean, almost new, and most desirable. The public responded generously to the call for books and many of them gave of their best. Many high-priced, handsomely bound books were included—among the sets were an Encyclopedia Britannica, Warner's Library of the World's Best Literature, and the Century Dictionary. Nearly 2,000 placards asking for books were posted throughout the city and the newspapers were generous in calling attention to the need for books. The cooperation which the schools rendered was very gratifying. Several thousand books and tons of magazines were brought by the children to the grade and high school buildings where they were collected by the library. Volunteers from the library staff, former employees of the library, and others, including teachers, high school students, and Boy Scouts, have spent hours in sorting, labeling, and preparing these books and magazines for use.

Although this is a report of war work carried on by the library in 1917, still it may be said that what was started in 1917 is going on, and it is assured that as long as the war lasts the men in the camps and at the front will have an abundance of reading matter.

A number of our boys hve gone into war service, nearly all by enlistment. Some are already in France, while others are stationed in various camps and cantonments throughout the country. Several are in the Canadian service. At Christmas time the staff decided to remember each one with some token of good-will and Christmas cheer and Miss Gracie engineered a plan by which packages containing sweets, reading matter, knitted articles, and other things amusing or useful were sent to the boys. In return some delightful letters have been received. Judging from the spirit expressed in them all, each one was eagerly awaiting his opportunity to serve his country. The boys now in service are:

H. I. Brewer
 Frank W. Budden
 George Bush
 Alfred Cameron
 Richard Clark
 *Dudley Coddington
 Rupert Coddington
 Raymond Dahl
 Joseph Dodd
 Benjamin Donoghue
 Rudolph Ehrlichman
 William Fisher
 Lancelot Gowen
 Thor Hakanson
 Otis Hancock
 Clarence Lindstrom

H. Roy Lyle
 Earl Niesz
 Hershell Nunn
 Russel Peterson
 H. G. Post
 Lon Protteau
 Cyril Rumble
 George Fred Shea
 Robert Shearer
 Harry Stanton
 Arthur Thomas
 Henry Addis Walker
 Myles Ward
 Charles Wells
 Robert Woodyard
 John Wotherspoon

*Killed in action, with the Canadian forces, at Vimy Ridge, April 8, 1917.



Camp Lewis Library

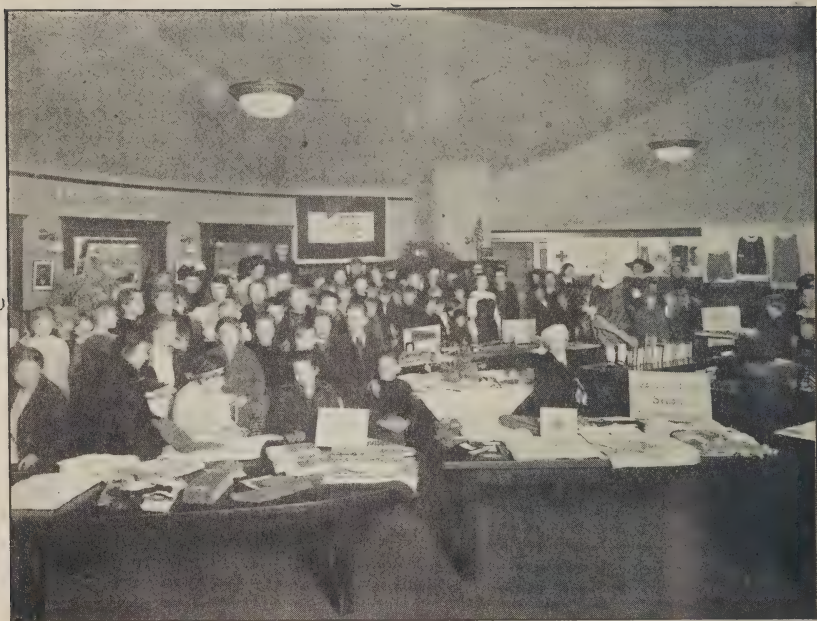


Exhibit of School War Work at Ballard Branch Library

Report of Regular Library Activities

The library collections now include a total of 288,291 volumes, a net gain of 19,971 during the past year. These volumes are about evenly divided between the central library and the outside agencies. The central library, with its reference, art, technology, circulation, and juvenile collections, contains 143,463 books, while the nine branches, the deposit stations, and the schools' collections have a total of 144,828 volumes. The average cost of books purchased was 99 cents, approximately 9 cents per volume more than the average in 1916. This increased cost is due partly to the purchase of many high-priced books on shipbuilding, but mainly to an advance in prices by many of the publishers. Freight shipments are continually taking longer time and the bookstores are also complaining bitterly of the time taken to secure orders from the East.

The work of the library bindery for the year included the binding or rebinding of 23,404 books, the lettering of call numbers on 35,945 volumes, the making of 316 magazine covers, the mending of 2,545 volumes, and considerable other miscellaneous work.

The Catalogue Department reports the cataloguing of 27,149 volumes, of which 9,473 were new titles. This required the preparation of 58,260 cards, of which 27,959 were printed cards from the Library of Congress. The number of cards filed in all catalogues was 93,674. The reassignment of Cutter author numbers to books in the central and branch libraries, which has been under way for three years, is practically finished, much to the joy of the cataloguing force.

The library's collection of pamphlet material was reassembled during the summer on a new system. Continuations published at regular intervals were catalogued and bound. A large number of important miscellaneous pamphlets were gathered into volumes according to subject and these were also catalogued and bound. The remaining pamphlets were filed alphabetically according to subject headings in vertical files. Thus far the new system seems a decided improvement over the old plan by which pamphlets were placed in boxes and shelved with the books on the same subject.

In the Reference department the work of supplying information to the public goes steadily and quietly forward. Questions are answered by telephone, by letter, and by direct assistance to the reader in person. The information sought varies greatly in importance and in kind, from supplying the definition of a word or the verification of a quotation to assistance in the preparation of an elaborate treatise. Several changes made during the year have facilitated the work of the reference librarians and assistants. Among these may be mentioned the pamphlet plan described above, the addition of an assistant to care for the requesting and checking of documents, pamphlets, and continuations, the rearrangement and transfer from the technology room to the reference room of the collection of trade directories, better provision for maps, and the installation of a special double desk for two of the assistants.

We quote the following from Miss Calhoun's report on the work of the Fine Arts division: "It might be thought that at a time like this, with all effort turned in the one direction of winning the war, the more aesthetic values of life would be overlooked or put aside. In the Fine Arts division of our library we have not found this to be the case. Rather has the war been a stimulus in many ways. The interest of the world being centered in the fighting front has brought into bold relief the battlegrounds of France and Belgium, and as a natural consequence we find it hard to keep up with the demand for books and pictures showing the architecture and art of these regions. This produces a relative interest in the surrounding countries, and the result is a persistent and increasing demand for books on European architecture and the art and culture of the people.

"The end of the upper lobby being partitioned off for a work room for preparing books for the soldiers' libraries, has somewhat curtailed our space for exhibition purposes. The exhibitions for the year included illustrations of U. S. Army Costume, 1774-1907; photographs showing the work of the Naval Militia; photographs from our own collection tracing the development of landscape in painting; recruiting posters from different branches of the service; competitive designs for a poster for the Seattle Girls' War Relief Bazaar, and the Y. M. C. A. thrift posters."

In the Circulation department the records reveal many interesting things. Many subjects show a falling off in number of books lent while in other classes the circulation has increased. These changes are chiefly due to war interests. The decrease in recreational reading, for instance, is undoubtedly caused by the fact that Red Cross and other war activities are taking more of the time formerly given to such reading. On the other hand, increases in circulation in such classes as history, domestic science, useful arts, and religion are also due to the war. The increase in the circulation of books on religion seems to run parallel with the observations of many students of the effect of war upon religion, who have found that while the first effect was an undermining of religious belief, the later effect resulted in the turning of large numbers of people to a more serious study of the subject.

A gain of 95 in the circulation of books for the blind is undoubtedly due in part to the establishment of the new workshop for the blind on Fourth Avenue, which brings the blind borrowers down town and near the library.

Miss Kostomlatsky in her report on the Circulation department traces an interesting parallel between our gains and losses in circulation for the

year 1917 and the gains and losses in general book production of the United States as summarized in the New York Times Book Review Digest for February 3, 1918: "In nine out of the ten classes in which gains in book production were recorded, we also record a gain. The only one of the ten in which we have not gained is philology. Of the fourteen classes in which losses in book production are noted we have had losses in nine. While this comparison is subject to considerable criticism, nevertheless as both book production and book circulation are the result of the demand for books, it is not going too far to say that it proves that our results are those of a general wide-spread condition and due to but little of a strictly local nature."

The gain in number of registered borrowers was 719, the total number of borrowers now being 69,791.

Changes in routine in the Circulation department included the adoption of a plan which enables a borrower to replace a lost card immediately by paying 25 cents, or to obtain the new card free by waiting 14 days as formerly. This has reduced irritation at the desk. Another change in routine was the removal in September of the restriction which permitted only two books of fiction to be taken on one card. This change was also designed to give the borrower greater freedom. Beginning January 1st, 1918, another change of method will be put in operation. This is a form of Hooverizing since by the new method only one notice of an overdue book will be sent to a borrower and that will be when the book is seven days overdue, in contrast to our old system by which the borrower received two notices, one at the end of four days and another at the end of ten days.

Our library work among foreign-born citizens and residents showed two striking things last year. In the first place, the additions to our collections of books in foreign languages were very few because of the difficulty of importation. Secondly, the circulation of these books fell off because of the number of foreigners who have left the city and because of the decrease in immigration. Another cause of decreased circulation is probably the increased fee charged as a deposit by the night schools. This brought about a decreased attendance in the English-for-foreigners classes from which the library has heretofore derived the larger part of its foreign clientele. The total circulation of foreign books was 15,927 as compared to 17,723 in 1916.

Miss Agnes Hansen who has charge of this work reports as follows: "Visits to the foreigners' classes in the night schools still continue. These visits were begun in 1914 and have been repeated every year since, so that the teachers, many of whom in the beginning knew little enough of the library, have come to regard my visit in the fall as a scheduled event, and base a lesson on the information I give them concerning the library. Not a few have brought their classes to the library to receive instruction in its resources and methods, devoting a regular night-school session to the task."

"Two Finnish clubs, whose combined membership numbers more than two hundred, invited me, through Miss Impi Riktig, who has given a number of Finnish books to the library, to talk to them about the library. That these talks stimulated interest in the Finnish collection seems evident from the gain of 726 in the Finnish circulation."

"A gain of 250 in the Russian circulation would indicate that the personal touch, resulting from acting as 'critic' during July and August for a Russian club composed of former night-school pupils, had been responsible for sustained interest in the library, since our statistics show that only 12 books were added to the Russian collection during the year, and a hundred or more Russians left the city. By means of our Russian translation list, many of our younger Russian readers are being drawn to English literature, by reading first those books which they can borrow in their own language also."

"Out of a list of 541 aliens receiving citizenship in 1916-1917, 422 were sent letters of information about the library, the other 119 already being registered as library borrowers. Throughout the year letters have been sent to declarants and petitioners for American citizenship. About two months after mailing, the list of those to whom letters have been sent, has been checked with our registration file, and it has been found that on an average one-fourth of those written to have registered as library borrowers. While this is not a large proportion, it seems large enough to justify a continuance of the plan.

"The polyglot poster, compiled last April, which tells in thirteen languages the method of obtaining a library card, is being placed in different parts of the city where it is thought likely our foreign citizens foregather.

"A collection of modern Greek books has been added during the year, and an author and title list in the original Greek characters for the use of the Greek readers has been made and now hangs on the shelf beside the collection.

"There is a side of this work with foreigners the results of which can not be shown graphically, by statistics or charts, and the importance of which can only be realized by those who work directly with the aliens in our midst, and that is the far-reaching and tremendous influence it is possible for an institution of this kind to exert on the timid, eager, ambitious, discouraged, and bewildered foreigners who find their way within its doors. 1917, which saw our entry into the war, has been a difficult year for many of them, and it speaks well for the library, I believe, that in their distress, their perplexity, their fear, they have turned to the library as to 'a friend in need' for information and advice."

In the Children's department the circulation as a whole showed an increase of 1,068 over the previous year in spite of a drop of 24,000 in the circulation of juvenile books through the schools. There are a number of causes contributory to this loss in the schools. The work of the Schools' division was increased through the transfer of all the books on education from the Reference room to the Teachers' room. This change had been long desired and the increased interest of the teachers in the Teachers' room and the added point of contact between the teachers and the assistants in the Schools' division has been of utmost value. But the assimilation of this added reference work into the regular heavy routine of the department necessitated some readjustment and took up some of the time previously spent in school visiting. As it is through the visits paid to the schools that the interest of the children and teachers in the books is maintained, the curtailment of the visits affected the circulation of the books and though each school shows only a small percentage of decrease yet the aggregate is large. The work of the Schools' division is done almost entirely by two assistants, both of whom were new in 1917. This made difficult the mastery of the amount of detail and clerical work which is unavoidable in the distribution of school libraries. Considerable time was spent in preparing material for the monthly number of the Library Poster sent to the schools and though the results were decidedly satisfactory, it was still an obstacle to school visiting, as it took up time which might have been spent in the school-rooms.

Miss Andrus reports that "a total of 638 sets of books were sent to 74 public, private and parochial schools. The number of school rooms supplied with books was 390. 4,867 children in 52 schools received lessons in the use of the library. All of the children in the eighth grade and some in the seventh receive this instruction, which would increase greatly in value if the lessons could be incorporated as a part of the school work and credit given for them. Both teachers and pupils would then look upon them as a more serious matter and would devote more time and study to them.

"For years we have urged the establishment of clubs for children in our branch libraries and this year through the interest and enterprise of our

branch children's librarians we are able to report 205 meetings with an attendance of 3,100. Boy Scouts, Campfire Girls, Junior Red Cross, and the Patriotic League have the largest membership.

"At the Yesler branch, visiting classes of children from a nearby school come to the library with their teacher for one hour every two weeks for a study period and to look up special topics for their school work. They are learning how to consult many different books, how to use the index of a book, how to study and take notes, and how to organize the material they find. From these study periods they are coming to think of the library not only as a place for pleasure reading but also as a laboratory for doing work.

"As a means of influencing book purchases the exhibits of books for Christmas-giving held each holiday season at the central and branch libraries are not as successful as we wish. As a means of advertising our own stock and introducing people to good editions they are most useful. Each year the books are examined by several hundred people, a few of whom depend upon the exhibits from year to year for suggestions. We feel that the influence of the exhibits is steadily growing, particularly at the Central library where we have special shelves for the display and the books are not so crowded as at the branches. Nevertheless, it is true that the vast majority of people make their choice at the counter of the book-store and our efforts to influence their decision have greater results if exercised there than they have at the library. This year an assistant was sent from the library to the Bon Marche's book department for several hours each day during the holiday season to help people choose books for children. The results are hard to ascertain and difficult to tabulate. The library received a certain amount of advertising through its connection with the store, the store received the credit for the endeavor to give people the best books for their children, and a very great many people bought much better books as a result of the librarian's advice. We should like to try the experiment another year if we can get the store management to give us space for a booth in which we may keep the books we recommend.

"Forty-five talks were given before 2,797 people at Parent-Teacher meetings, clubs, and other gatherings. The story-hour attendance was 38,769."

The following extracts are given from Miss Taber's report on branches and deposit stations:

"The branch statistics for 1917 have been a surprise to all of us. When war was declared in April and people became more interested in the Red Cross and other war work, we expected to end the year with a loss in circulation. We have, however, had a decrease at but one branch, Georgetown, and the net gain was 32,706. This was due to several causes. Very early in the spring, when the appeal for war gardens was made by the government our books on gardening were greatly in demand. Before this was over, the interest in food conservation began to be noticed, and has increased through the year. The heavy demand for books on the war came directly after this.

"**Ballard**—Ballard had a heavy loss in circulation in the adult department but this was offset by a large juvenile gain. In September, under the supervision of the branch, a deposit station was opened at Fort Lawton, which was then being used as a recruiting station, having an average of five hundred men at the Fort. We tried a very simple registration system there, which we have since adopted at a new station at the Naval Training Camp. We have found it so satisfactory that it will probably be our standard for future work in training camps.

"**Columbia**—The gain in circulation at Columbia was 6,605, a larger increase than in any branch except Yesler. This was due in part to home and school visiting, use of posters for advertising, improvement in local street paving conditions in the neighborhood of the branch, and interest in the new building. Effective club work was done with girls between fourteen

and sixteen to encourage better reading, and in June the girls gave a play which packed the auditorium to the doors.

"We like the one-room building very much and object only to the limitation in shelf space for future growth. When the sanitary fill at the north of the building is finished and parked, the grouping of library, park and playground will make one of the most attractive civic centers in the city.

"Fremont—At Fremont the opening of the new bridge has given a decided stimulus to library work. The Ross district now has direct access to the branch and the people there have always been good patrons.

"Georgetown—Georgetown reported crowded shelves even after the new blocks of shelving were put in. We strongly recommend trying to get for the library the room used by the Waterway Board. An archway could be cut and adults given a quiet and convenient corner to themselves. The children would then have more space and still be under direct supervision from the desk.

"Green Lake—Green Lake's activities during the year were various. For instance, on three successive Saturdays during the rose season an exhibit of roses was held in the open-shelf room. In November an afternoon reception was given to the teachers.

"The local paper, 'The Review' has given so much space for library news of all kinds during the year, that we feel justified in making special mention of the fact.

"Queen Anne—Queen Anne stands first among the branches in the use of the auditorium for public gatherings. The total attendance at 111 meetings was 2,653. Several other Red Cross auxiliaries have asked to use the Queen Anne auditorium but they could not be accommodated.

"University—The University branch has felt the effect of war conditions to some extent. Students and professors have enlisted and the women have been busy with war activities. There has been a normal gain in circulation, but the pressure of reference work has decreased. This was partly due to the growing efficiency of the library at the Lincoln High School.

"West Seattle—A new branch librarian came to West Seattle in March and the following extract from her first quarterly report is interesting because it gives a fresh point of view: 'The outlook is by no means unpromising. The fact that we are without an auditorium and rivalled by a nearby field house and a splendid new high school that are offering most attractive inducements to our clubs and other social units will doubtless keep us from ever being the center for social activities, which is a strong feature of several of the other branches. We feel, however, that there are other lines along which we can make our influence felt, and with the new impetus given to shipbuilding and to the steel mills and other west side industries we feel sure that population is going to increase and our influence with it.'

"The story hour, which had been discontinued for several years, was revived under a new children's librarian, who came in September. The branch was advertised through a deposit station at the Gatewood Pharmacy. This was opened in June, with books from the branch and under the supervision of the branch librarian. The collection included both adult and juvenile books and proved so popular that the druggist urged us to leave it there indefinitely. In September the juvenile books were withdrawn and the school department supplied the children through the Gatewood school. The adult books will remain for the present.

"Yesler—The striking features for the year at Yesler were the very efficient and systematic home visiting; the club work; several interesting exhibits; and the classes for foreign women.

"The members of the library staff gave a tea for the teachers and pupils of the foreign women's class, and they seemed interested and appreciative. We feel that this work with the women is one of the most important phases of the year's activity.

"A visitors' day was arranged for November and this will be an annual affair.

"The discipline at Yesler for the past few months has been easier, and this is explained by a member of their staff in the following lines, written with apologies to Mr. Masters:

"Where are Arthur, Kenneth, John, Frank, and Roger,
The ready with reply, the continued talker, the flirt,
the giggler, the obstreperous,
All, all are in the National Army.
One belonged to the National Guard,
One chose the Coast Artillery,
One tried the U. S. Navy,
One went in the first draft,
One enlisted after he had stretched himself
three inches,
All, all are in the National Army."

"Deposit Stations—Three new deposit stations were opened during 1917: one at the Youngstown Pharmacy for the use of the general public; another



Deposit Station Library for Bon Marche Employees

at the Naval Training Camp, on the University of Washington campus, for the recruits; and a third at the Bon Marche for employees only. Deposit stations for the employees are still maintained at Frederick & Nelson's, Sears, Roebuck & Co., and the Black Manufacturing Co.

"In November the business district at Rainier Beach was burned and our deposit station at the Monteray Pharmacy destroyed. Besides the case and library supplies, we lost 453 volumes with an estimated value of \$428."

The Library Board

The personnel of the Library Board remained unchanged since John W. Efaw, whose term expired April 1st, was reappointed by Mayor Gill for a seven-year term.

Changes in the Staff

Eleanor Stephens resigned from the circulation department to become librarian of the North Yakima Public Library; Christina R. Hargrave, librarian of the West Seattle branch, resigned on March 1st to be married and Grace Jean McIntosh, of the Portland (Ore.) Library Association, was appointed to fill the vacancy; Jean Lane, children's librarian at West Seattle, resigned to become librarian of the West Seattle High School and Catherine L. Nichol, of the Portland Library Association, succeeded her on September 1st; Anna M. Anderson came in December from the Clinton (Iowa) Public Library to take the position in the central children's room left vacant by the transfer of Addie J. Phinney to the Yesler branch children's room, Ann Hall, children's librarian at Yesler, having been granted a year's leave of absence; Claude S. Thompson, technology librarian, resigned in December to take a position as chemist with the Stewart-Calvert Company, of Oroville, Wash.

The following graduates of the University of Washington Library School, class of 1917, were appointed as general assistants: Agnes Bush, Mary Gibb, Dorothy Grout, Roberta Meredith, Corinne Ruttle, and Margaret Schumacher.

The difficulty of getting boys for page service increased until in the fall the library began employing girl pages.

The hearty support of the members of the Library Board and the faithful service of the members of the library staff are gratefully acknowledged.

Respectfully submitted,

JUDSON T. JENNINGS,

Librarian.



Camp Fremont Library

Appendix A

LIBRARY STAFF, DECEMBER 1917

EXECUTIVE DEPARTMENT

Judson T. Jennings	<i>Librarian</i>
E. L. Chapman, <i>librarian's secretary</i>	Jeanne A. Bowman, <i>auditor</i>
Mary E. Jenkins, <i>office assistant</i>	<i>Vacancy, multigrapher*</i>

ORDER DEPARTMENT

Helen Gracie	<i>Chief of Department</i>
Gertrude Crocker	Florence McLaughlin*
E. Fay Woolsey*	Florence Ray, <i>stenographer</i>

PAGES

Mrs. Mabel Clary*	Margery Heisler
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CATALOGUE DEPARTMENT

Kate M. Firmin	<i>Chief of Department</i>
Harriet C. Allison	Helen Lathe
Charlotte S. Best	Katherine Walsh
Helen Gillette	
Agnes Hansen	
C. Isabelle Wheeler	

TYPISTS

Irma Pond	Maria M. Watson
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CIRCULATION DEPARTMENT

Zulema Kostomlatsky	<i>Superintendent of Circulation</i>
Mary N. Baker	<i>First Assistant</i>
Lillian Anderson	Margaret Schumacher
Mrs. F. G. Davis	Winifred Washburn
Jessie M. Eastman	Marjorie Zinkie
Esther Fleming	Edith E. Hile
Doris Hoit*	
Blanche Josselyn	
Florence McLaughlin*	
Roberta A. Meredith	
Fanny E. Reynolds	

TELEPHONE OPERATORS

Margaret Harmon	Blanche Johnson*
W. C. Young, <i>guard and collector</i>	Edna Z. Nichol, <i>head page</i>

PAGES

Alice Coston*	Edward Forhan	Orval Schaefer*
Robert Cross*	William McCarthy*	Jessie Turner
Stanley Elliott*		

*Part time.

REFERENCE DEPARTMENT

Charles H. Compton	<i>Reference librarian</i>
Mrs. Gertrude F. Hess	<i>Assistant reference librarian</i>
DuBois Mitchell	<i>Municipal reference librarian</i>
Agnes Bush	Lillian Collins
Winifred Washburn*	Donald Coleman*

PAGES

Francis McCoy* Edward Wheeler* Bertrand Wortman

Art and Technology Room

Annie H. Calhoun	<i>Head of Fine Arts</i>
Vacancy	<i>Technology librarian</i>
Mrs. Llewellyn Thomasson	Mrs M. S. Tilley

PAGES

Robert Hall* Marjorie Reynolds Gavin Wotherspoon*

Periodical Division

Eva W. Graves		<i>Head of Division</i>
Dorothy Hayes*	Elizabeth T. Kirkwood	Edith E. Wallace*
	John Dalton*	William Lindsay*
Alfred J. Villars		<i>Newspaper custodian</i>

PAGES

Olive Aiken Vernon Haydon* Gray Playter*

CHILDREN'S DEPARTMENT

Gertrude Andrus	<i>Superintendent of Department</i>
Augusta Anderson	Anna M. Anderson
Corinne Ruttle	Helen Sully*
Marjorie Strathdee, <i>page</i>	

Schools Division

Estella M. Slaven, *head* Dorothy Grout, *assistant*

Branch Department Headquarters

Josephine G. Taber	<i>Superintendent of Branches</i>
Mary W. Gibb	Alice F. Kittredge
Margaret Dunn* and Pearl Rodgers,*	<i>Menders</i>
Helen Cook	<i>Story-teller</i>
Lawrence Muth* and Alf Otterson*	<i>Messengers</i>

Ballard Branch

Edith Morse, <i>librarian</i>	Mary Hughes, <i>children's librarian</i>
Ruth Reynolds	Lucia Stoll
Byron F. Francis* and Merwyn B. Miller,* <i>pages</i>	
John Cheshire, <i>janitor</i>	

Columbia Branch

Laurentine Meissner, <i>librarian</i>	Laura Stealey, <i>children's librarian</i>
Philip Lidston, <i>janitor</i>	Blanche Axelson* and Neil McCullough,* <i>pages</i>

Fremont Branch

Emma K. McCullough	<i>Librarian</i>
Mrs. Gertrude Dunlap,* <i>janitress</i>	<i>Page*</i>

Georgetown Branch

Edith Pancoast, *librarian*

*Page**

Green Lake Branch

Mary A. Batterson, *librarian*

Louretta C. Cole, *Children's librarian*

Mary E. Keeney

C. H. Foster, *janitor*

June Jacobs* and William Markham,* *pages*

Queen Anne Branch

F. Louise Holmes, *librarian*

Cecile A. Watson, *children's librarian*

Hazel Erchinger*

W. H. Scowcroft, *janitor*

Betty Hansen* and Jewel Mayne,* *pages*

University Branch

Mrs. Mary W. Dennis, *librarian*

Mary B. Hunter, *children's librarian*

Louise Coleman*

Georgia Donnell†

Nell Unger*

William Warner, *janitor*

Gay McLaughlin* and Dwight Panchot,* *pages*

West Seattle Branch

Grace Jean McIntosh, *librarian*

Catherine Nichol, *children's librarian*

A. C. Schoonmaker, *janitor*

Charles Becvar* and Evangeline Rudolph,* *pages*

Yesler Branch

Harriet E. Leitch, *librarian*

Addie J. Phinney, *children's librarian*

Stella Bateman*

Leah Finkelstein

Maud Putman

Philip Lidston, *janitor*

James Winship,* *page*

BINDERY

Harry W. Hyde

Foreman

FORWARDERS

William Conrad

Oscar Krieg

Edgar Gould

Louis Miller

STITCHERS

Doris Boutin

Mattie Miller

Nell Johnson

Mrs. Ora Rood

Vacancy, *apprentice*

MECHANICAL DEPARTMENT

H. R. Rogers

Engineer

J. H. Coke, *assistant engineer*

Joe Perry, *fireman*

JANITORS

Herman Anderson

John Kotschenreuther

E. Brown

S. A. Roshon

ELEVATORMEN

C. G. Oyston

Arthur King*

William Stewart*

CLEANERS

Mrs. J. W. Greathouse

Mrs. S. E. Knight

Mrs. M. Richardson

Comfort Stations

Mrs. Clara L. Byrd and Mrs. Nella K. Carter

Matrons

Henry Bell and Charles Lee

Attendants

*Part Time

†Temporary

Appendix B

Statistics according to form adopted by American Library Association

Annual report for year ending December 31, 1917.

Name of librarian, Judson T. Jennings.

Population served, 365,445 (U. S. Census Bureau estimate, July 1, 1917).

Free for lending; free for reference.

Total number of agencies, 140, consisting of Central library; 9 branches (7 in separate buildings); 10 stations. Other agencies: 77 schools (638 collections in 444 schoolrooms), 35 fire stations, 3 playgrounds, and 5 charitable institutions.

Central library open 365 days; for lending, 78 hours per week; for reading, 86 hours per week.

Total number on staff in equivalent of full time, 130.

Total valuation of library property, \$1,597,000.

268,320 volumes January 1, 1917; 25,077 added during year by purchase; 2,156 added by gift or exchange; 7,262 volumes withdrawn. Total number of volumes January 1, 1917, 288,291.

Lent for home use; Total, 1,406,706 volumes (adult, 873,729; juvenile, 532,977. Fiction, 841,124 volumes (adult, 559,331; juvenile, 281,793).

Number of pictures lent for home use, 23,170; music, 7,944; clippings, 2,851.

Number of exhibitions held, 5.

Number of publications issued, 16.

Number of borrowers registered during the year, 35,251 (adult, 25,885; juvenile 9,366). Total number of registered borrowers, 69,791 (adult, 51,984; juvenile 17,807). Registration period, 2 years.

Periodicals (including newspapers and transactions of societies), titles, 1,005; copies, 1,603.

No count kept of number of people using reading rooms.

RECEIPTS FROM

Available balance Jan. 1.....	\$11,861.32
Local taxation	170,403.59
Fees from members, students, etc.....	106.00
Fines and sales of publications.....	6,213.77
Duplicate pay collection	298.75
10 per cent of city's receipts from licenses, fines, and fees....	16,864.90
Other sources	1,079.59

Total\$206,827.92

PAYMENTS FOR

Maintenance

Books	\$25,921.79
Periodicals and newspapers	3,775.90
Binding (including salaries)	12,735.00
Salaries, library service	94,123.27
Salaries, other service	19,095.67
Insurance	70.67
Rent	600.00
Heat	3,568.94
Light	4,225.30
Other maintenance	16,352.23

Total\$180,468.77

Extraordinary

Repayment of two loans from general fund.....	\$10,000.00
Comfort station, Central library	5,346.85
Retaining wall, Green Lake branch.....	799.77
Gardening, Columbia branch	315.77
Miscellaneous	5.55

Grand total\$196,936.71

Appendix C-Table 1

Total circulation by classes, 1917

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	Georgetown Branch	Green Lake Branch	Queen Anne Branch	University Branch	West Seattle Branch	Yesler Branch	Schools	Playgrounds	Deposits Stations	Total	Percentage
General works	3,000	845	872	997	226	944	405	1,675	695	727		30	12	10,428	.73
Philosophy	12,502	582	472	353	191	707	509	873	510	505	33	1	280	17,498	1.22
Religion	8,213	1,184	445	377	307	1,159	592	920	740	1,014	1,555	18	66	16,590	1.16
Sociology	18,138	1,548	740	703	281	1,561	1,286	2,313	982	1,704	1,142	32	406	30,836	2.15
Fairy tales	9,347	5,616	3,567	2,331	2,078	4,395	3,357	5,181	2,974	8,377	7,615	368		55,206	3.85
Philology	5,623	2,165	1,322	721	1,040	2,861	1,166	2,278	1,990	4,971	425	103	15	24,680	1.72
Natural science	10,402	1,930	651	713	585	1,863	1,121	1,859	974	4,824		40	100	26,913	1.88
Useful arts	30,843	3,817	2,124	1,905	1,261	3,725	2,282	3,672	2,133	3,556	2,177	11	718	58,224	4.06
Fine arts	27,701	3,563	2,322	1,899	1,454	3,338	3,353	3,863	2,100	4,239	1,157	43	369	54,401	3.80
Literature (except fiction)	34,111	5,147	3,979	2,196	2,031	5,011	3,280	6,816	3,551	7,292	3,026	131	415	76,086	5.31
Travel	14,800	3,606	1,551	1,529	1,243	3,162	2,158	3,072	2,691	3,490	7,530	42	899	45,773	3.20
History	17,901	3,522	1,918	1,407	945	2,800	2,147	3,509	2,430	3,792	5,362	70	398	46,131	3.22
Biography	12,904	2,326	1,365	882	551	1,881	1,201	2,127	1,583	2,173	5,339	16	417	32,335	2.26
Fiction	286,189	66,466	41,365	38,813	25,246	56,396	51,049	73,419	38,389	81,841	41,825	2,045	38,051	841,124	59.71
Books for blind	344			1			1	6					1	353	.02
Pictures	19,247	724	261		63	2,448	37	158	689	2,394				26,021	1.82
Periodicals	31,441	4,544	3,482	3,448	2,334	6,046	4,307	5,418	4,158	4,890				70,128	4.89
Total	542,706	107,585	65,106	58,275	39,836	98,297	77,311	117,159	66,589	132,746	82,010	2,950	42,157	1,432,727	100.00

Appendix C--Table 2

Adult circulation by classes, 1917.

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	Georgetown Branch	Green Lake Branch	Queen Anne Branch	University Branch	West Seattle Branch	Yesler Branch	Deposits Stations	Total	Percentage
General works	576	296	157	335	32	201	44	363	58	71	12	2,145	.24
Philosophy	12,401	554	458	332	166	684	497	826	438	484	260	17,100	1.91
Religion	6,857	358	175	191	105	433	311	438	343	319	66	9,576	1.07
Sociology	16,704	1,100	483	505	196	1,007	985	1,793	553	1,274	406	25,006	2.79
Philology	3,697	92	52	34	52	113	131	172	73	576	15	5,007	.56
Natural science	8,130	554	196	203	111	444	304	724	238	536	100	11,550	1.29
Useful arts	27,708	2,348	1,190	912	656	2,061	1,007	2,026	1,091	2,103	718	41,850	4.67
Fine arts	23,763	1,747	877	923	614	1,434	964	1,676	955	1,501	369	34,823	3.88
Literature (except fiction)	28,620	2,104	816	953	673	1,448	1,530	3,288	1,357	2,671	415	43,935	4.90
Travel	10,622	1,493	390	644	426	850	1,039	1,301	685	1,156	809	19,514	2.17
History	13,069	1,351	401	508	243	735	821	1,586	567	1,041	398	20,810	2.32
Biography	10,457	1,023	346	374	143	612	528	1,028	503	673	417	16,104	1.73
Fiction	232,616	38,823	24,096	24,538	15,932	35,505	31,061	45,467	22,679	50,533	38,081	559,331	62.36
Books for blind	344			1				6			1	354	.04
Pictures	16,855	650	261	3	3	2,433	13	117	684	2,174		23,170	2.38
Periodicals	30,432	4,106	3,246	3,358	2,179	5,025	4,054	5,263	3,972	4,392		66,625	7.45
Total	442,841	56,639	33,234	33,811	21,531	53,622	43,290	66,074	34,196	69,504	42,157	896,898	100.00

Appendix C--Table 3

Juvenile circulation by classes, 1917.

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	Georgetown Branch	Green Lake Branch	Queen Anne Branch	University Branch	West Seattle Branch	Yesler Branch	Schools	Playgrounds	Total	Percentage
General works	2,424	549	715	662	194	743	361	1,312	637	656		30	8,283	1.55
Philosophy	101	28	14	21	25	23	12	47	72	21	33	1	398	.07
Religion	1,376	826	270	186	202	726	281	482	397	695	1,555	18	7,014	1.31
Sociology	1,434	448	257	198	85	554	301	520	429	430	1,142	32	5,830	1.09
Fairy tales	9,347	5,616	3,567	2,331	2,078	4,395	3,357	5,181	2,974	8,377	7,615	368	55,206	10.30
Philology	1,926	2,073	1,270	687	988	2,748	1,035	2,106	1,917	4,395	425	103	19,673	3.67
Natural science	2,262	1,376	455	474	474	1,419	817	1,135	736	1,315	4,824	40	15,363	2.87
Useful arts	3,135	1,469	934	993	605	1,634	1,275	1,646	1,042	1,453	2,177	11	16,374	3.06
Fine arts	3,938	1,816	1,445	976	840	1,904	1,389	2,187	1,145	2,738	1,157	43	19,578	3.65
Literature (except fiction)	5,491	2,983	2,263	1,243	1,358	3,563	1,750	3,528	2,194	4,621	3,026	131	32,151	6.00
Travel	4,178	2,113	1,161	885	817	2,303	1,119	1,771	2,006	2,334	7,530	42	26,259	4.90
History	4,832	2,171	1,427	899	702	2,065	1,326	1,923	1,863	2,681	5,362	70	25,321	4.73
Biography	2,447	1,303	589	508	408	1,269	673	1,099	1,080	1,500	5,339	16	16,231	3.03
Fiction (inc. picture books)	53,573	27,643	17,269	14,275	9,314	20,891	19,988	27,932	15,710	31,320	41,825	2,045	281,793	52.59
Pictures	2,392	94											2,851	.53
Periodicals	1,009	438	236	90	155	423	313	155	186	498			3,503	.65
Total	99,895	50,946	31,872	24,464	18,305	44,675	34,021	51,085	32,393	63,242	82,010	2,950	535,828	100.00

Appendix D

Financial Statement

Available Library fund balance in city				
treasury January 1, 1917	\$11,867.09			
Less comptroller's adjusting entry, overdrawn warrant	5.77			
				\$ 11,861.32
RECEIPTS				
Library collections	\$ 7,632.56			
Licenses, fines, and fees	16,864.90			
Taxes	170,403.59			
Total receipts from city	194,901.05			
Refund on F. T. Crowe warrant	20.25			
Cancelled warrant	30.30			
For use of library for polling purposes	15.00	194,966.60		
Total available for year 1917				\$206,827.92
EXPENDITURES				
Central Library				
Library staff payroll	64,154.11			
Building payroll	12,580.18			
Repairs and alterations	1,849.93			
Fuel	2,122.72			
Light	3,073.20			
Power	640.25			
Water	385.05			
Telephones	34.95			
Insurance	70.67			
General expense	1,005.92			
	85,916.98			
Branch Libraries				
Payroll (including janitors)	36,484.65			
Fuel	1,446.22			
Light	1,152.10			
Power, Columbia	69.50			
Water	134.30			
Telephones	440.75			
Rent, Fremont	600.00			
Light and heat, Georgetown	257.40			
Drayage	346.61			
General expense	1,220.66			
	42,152.19			
General and Undivided Expenses				
Building supplies	1,789.42			
Furniture, fittings and fixtures	2,500.68			
Stationery, printing, and supplies	5,676.81			
Books and maps	25,921.79			
Periodicals and newspapers	3,775.90			
Bindery payroll	9,607.33			
Bindery supplies	3,127.67			
	52,399.60			
Total maintenance		180,468.77		
Extraordinary Expenditures				
Repaying loan from general fund for Georgetown branch	\$ 5,000.00			
Comfort station	5,000.00			
	10,000.00			
Interest on uncalled warrants	5.55	10,005.55		
Buildings and grounds				
Central comfort station	5,346.85			
Columbia, gardening	\$315.77			
Green Lake, retaining wall	799.77	1,115.54	6,462.39	16,467.94 196,936.71
Balance in fund December 31, 1917				\$ 9,891.21

SUMMARY OF STATISTICS

	1916	1917
Population (U. S. Census Bureau estimate July1).....	348,639	365,445
Number of volumes December 31.....	268,320	288,291
Number of volumes added during the year.....	13,684	19,971
Number of periodicals received including duplicates.....	1,356	1,366
Number of newspapers received including duplicates.....	248	237
Number of borrowers registered during the year.....	34,540	35,251
Total registration December 31	67,097	69,791
Percentage of population registered as borrowers.....	19	19

Circulation of books for home use:

Central library	545,480	542,706
Ballard branch	107,014	107,585
Columbia branch	58,501	65,106
Fremont branch	56,478	58,275
Georgetown branch	40,596	39,836
Green Lake branch	98,297	98,297
Queen Anne branch	74,825	77,311
University branch	112,629	117,159
West Seattle branch	60,572	66,589
Yesler branch	121,286	132,746
Schools	106,432	82,010
Playgrounds	4,677	2,950
Deposit Stations	47,340	42,157
Total.....	1,434,127	1,432,727

Circulation per capita	4.1	3.9
Percentage of fiction circulation to total circulation.....	58.69	58.7
Tax rate8 mills	.8 mills
Total receipts from city	196,490.08	194,901.05
Expenditures for salaries	104,981.18	113,218.94
Expenditures for books	20,990.94	25,921.79
Expenditures for periodicals	3,268.05	3,775.90
Expenditures for binding	11,399.83	12,735.00
Other operating expenses	18,483.12	24,817.14
Total regular expenditures	159,123.12	180,468.77
Extraordinary expenditures	7,450.52	16,467.94
Total expenditures	166,573.64	196,936.71

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Seattle Public Library

Twenty-sixth Annual
Report

1916

SEATTLE PUBLIC LIBRARY

Central Library

Fourth Avenue and Madison Street

Telephone Main 2466

HOURS OF OPENING

Week days

9 a. m. to 10 p. m.

Sundays and holidays named below, for reading only,

2 p. m. to 10 p. m.

The Children's room and Teacher's room are open on week days from 9 a. m. to 9 p. m. and are closed on Sundays and holidays.

The following holidays are observed: New Year's Day, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas.

BRANCH LIBRARIES

Open from 2 to 9 p. m.; closed on Sundays and the seven holidays named above.

Ballard	2026 Market St.	Ballard 158
Columbia	Rainier Ave. and Alaska St.	Rainier 67
Fremont	3425 Fremont Ave.	North 348
Georgetown	13th South and Stanley	Sidney 58
Green Lake	E. Green Lake Blvd. & 4th Ave. N. E.	Ken. 850
Queen Anne	4th W. and W. Garfield	Queen Anne 1918
University	10th N. E. and E. 50th	Kenwood 703
West Seattle	College W. and 42d S. W.	West 468
Yesler	23d Ave. and Yesler Way	Beacon 216

DEPOSIT STATIONS

South Park Pharmacy	Dallas Ave. and Rose Street	Sidney 192
Montera Pharmacy	Rainier Beach	Rainier 9
Lake View Pharmacy	34th Ave. and Cherry St.	East 298
Mission Pharmacy	901 19th Ave. N.	East 532
Ajax Drug Store	85th and Greenwood	Ballard 2606
Youngstown Pharmacy	3858 26th S. W.	West 906

The use of the reading and reference rooms is free to residents and non-residents alike, and a borrower's card is not required for such use.

Any resident of Seattle may secure a borrower's card entitling him to borrow books from the library without charge, on signing an application and agreement in the presence of a registry assistant at the central library or at one of the branches or deposit stations.



Seattle Public Library—Fourth Avenue and Madison Street

Twenty-sixth Annual Report

of the

Seattle Public Library

1916

Library Board, 1916-17

The seven members of the Library Board are appointed by the Mayor, one member each year for a term of seven years.

John W. Efaw.....	Term expires April 1, 1917
Daniel B. Trefethen.....	Term expires April 1, 1918
Mrs. W. A. Burleigh.....	Term expires April 1, 1919
J. Allen Smith.....	Term expires April 1, 1920
J. A. Stratton.....	Term expires April 1, 1921
Samuel Morrison.....	Term expires April 1, 1922
Samuel Koch.....	Term expires April 1, 1923

Officers of the Board

John W. Efaw.....	<i>President</i>
Daniel B. Trefethen.....	<i>Vice-president</i>

The Librarian serves as secretary of the Board

Standing Committees

<i>Administration</i>	Messrs. Trefethen, Stratton, and Morrison
<i>Art and Publicity</i>	Mrs. Burleigh, Messrs. Morrison and Koch
<i>Books and Periodicals</i>	Messrs. Smith, Koch and Stratton
<i>Branches and Delivery Stations</i>	Judge Stratton, Mrs. Burleigh, and Dr. Smith
<i>Buildings and Grounds</i>	Messrs. Morrison, Smith and Trefethen
<i>Finance</i>	Messrs. Koch and Trefethen and Mrs. Burleigh

TWENTY-SIXTH ANNUAL REPORT

To the Honorable, the Mayor, and City Council of Seattle:

GENTLEMEN: In behalf of the Library Board of the city of Seattle, I herewith transmit the report of the Library department for the year 1916.

Respectfully

JOHN W. EFAW

President

Seattle, Washington, January 1, 1917.

Report of the Librarian

To the Library Board of Seattle:

I have the honor to report as follows on the work of the Library during the year ending December 31, 1916.

Volumes

The library now contains 268,320 volumes, a gain of 13,684 during the year. The average cost per volume purchased was 90 cents. This is lower than preceding years in spite of increasing book prices. The Order department has made this possible by purchasing standard works at bargain sales, by buying cheap editions when feasible, and by watching carefully the stocks in the local bookstores.

Distributing Agencies

The work of the library has been carried on through 481 different agencies—the central library, 9 branch libraries, 8 drugstore deposit stations, 32 fire-engine houses, 420 schoolrooms in 77 schools, 3 playgrounds, and 8 special deposit stations—an increase of 29 over the number of agencies operated in 1915.

Borrowers

The number of borrowers is now 67,097, a gain of 911 over last year. The borrowers constitute 19 per cent of the population of the city. They are required to re-register every two years. Twenty-four per cent of the total number are children.

Circulation

The number of books lent for home reading was 1,434,127, or 38,888 more than in 1915. This is a circulation of 4.1 volumes per capita of population. Books for children constituted 37 per cent of the total number of volumes lent. The percentage of fiction, including both adult and juvenile fiction, was 58.69.

The Blind

Our collection for the blind numbers 736 volumes. These books are lent to any blind person in the state and they may be sent by mail with no charge for postage. 259 volumes were lent last year. Miss Kostomlatsky reports as follows regarding this work:

"During 1916 we have made a definite effort to get in touch with more of the blind in Washington through the librarians in the smaller libraries, and by writing to our present blind borrowers for names of blind people whom they know. That we have

had very little in the way of results from these and similar attempts, leads us to the conclusion that there are comparatively few blind persons in the state. It is the plan, however, during 1917 to make a more extensive advertisement of these books."

Work with Foreigners

Miss Agnes Hansen, while retaining her position in the Catalogue department, is spending a portion of her time in the Circulation department in work with foreigners. This work includes selecting and cataloguing the foreign books, visiting the night schools, conferring with consular agents and immigration officials, devising posters, writing personal letters to new citizens, and similar efforts designed to develop the use of this portion of the library and to convert the immigrant into a good American citizen.

The following table shows the growth in this work and yields many interesting side-lights. The decrease in the circulation of German books is apparently a direct result of the war. The same thing is probably true regarding the increases in the use of Russian and Yiddish, since many Russian refugees came to Seattle last year. The increasing use of books in Spanish undoubtedly reflects our growing commercial intercourse with South American countries.

This table unfortunately does not show the increasing use of books in English provided for foreign-born readers. These consist chiefly of easy books on civics, American history, and the English language.

Language	No. vols. in collection	Circulation in 1915	Circulation in 1916
Armenian	2		
Bohemian	1	1	
Bulgarian	1		
Croatian	44	108	43
Danish	506	2432	2379
Dutch	5	1	2
Esperanto	21	8	21
Finnish	253	205	304
French	1201	3045	3515
German	1230	5419	5332
Greek	197	7	10
Hungarian	1		1
Italian	458	1277	1205
Japanese	2		
Latin	173	2	2
Lithuanian	41	12	36
Modern Greek	7	38	27
Norwegian	23	82	46
Polish	21	11	8
Portugese	8		
Roumanian	3	6	1
Russian	190	21	951
Spanish	187	599	789
Swedish	401	1808	1759
Yiddish	173	355	1290
	5,149	15,433	17723



New Entrance, Central Library

Reference Work

The following is quoted from Mr. Compton's report on the Reference department:

"The administration of a reference department requires two distinct points of view, first to see the needs of the present and second to foresee the needs of the future. The tendency in the modern library is to lay emphasis on the demand of today, which is to find, without delay, information on any subject for any person if such information is in printed form.

"The problem of preparing for the future is also of peculiar importance to Seattle for if we are to have a million population, we can not wait until that time and then secure our book collection. The building of a great reference library is a matter of gradual growth and it is a question of accumulating day by day or of losing forever much material of value to the library. With the exception of Portland, whose library is approximately the same size, Seattle has the largest public library within a thousand miles. In the East the large libraries are comparatively close and can borrow books from one another with little delay, but we are now and will be in the future obliged to depend almost entirely on our own book resources.

"These resources consist of the customary reference books and many others which have reference value, bound periodicals, documents (national, state, city and foreign), and numerous other miscellaneous publications. The books are regularly catalogued. Documents are entered carefully on the check lists upon receipt but for the most part are left uncatalogued, being shelved under bureau or department and made

available for use through the printed government indexes. Pamphlets, according to a plan recently adopted, after being checked are marked with subject headings by the Catalogue department and filed alphabetically under these headings in the vertical file. Once a year this file will be gone over, pamphlets which have ceased to have value will be discarded, and all others which are more than a year old will be put in volumes by subject, bound cheaply, and catalogued under subject in the regular catalogue.

"As regards free material, our policy might be stated by saying that we get all we can and then treat in the simplest possible way. For several years we have added approximately 15,000 pieces of free material annually. Another point in our policy is as far as possible to do nothing which somebody else has done for us. For example we do very little special indexing but we try to buy all indexes, bibliographies, and even typewritten lists which can be of service to us, and fortunately such aids have increased tremendously in the last few years.

"The enlargement of the reference room and the removal of partitions has proved of great advantage both in better supervision and better light. It decreased the shelf space however, and necessitated the taking to the stacks of several thousand volumes. This has been an inconvenience to the public and has made additional work for the staff.

"The installing of a second telephone in the reference room has greatly improved the telephone information service.

"The reference librarian visited some twenty libraries in the East in the month of September and devoted the time to investigating methods of administration in reference departments. Many ideas were brought back which will help to increase the efficiency of the Reference department."

Fine Arts

Miss Annie H. Calhoun reports as follows regarding the work of the Fine arts division:

"As an almost immediate result of the poster exhibit in April and May, there have been many commercial art workers and students of design using the department. The novel and interesting window decorations of some of the leading stores, the posters and bill-boards in different parts of town, bear witness to the wide use being made of the books. We have also had our share in the erection of Frederick & Nelson's new store, as the library has been consulted in regard to lights, iron grilles, marquees, etc.

"The music section is more widely patronized than ever. In the summer, the Town Crier published an appreciative article on the music collection in the library, and this was copied and commented on in the July 15th number of 'Musical America,' a New York publication.

"There have been nine exhibitions during the year. These included pressed specimens of Mount Rainier flowers, loaned by Mr. J. B. Tarleton; plates from Wytsman's Avium and Insectorum; designs from Ricordi's posters; Puget Sound views; Washington State Chapter of the American Institute of Architects traveling exhibit; etchings from the Netherlands exhibit at the Panama-Pacific Exposition; plates from the Modern Art Collector; the Junior Exposition; competitive designs for the Astoria high school; and a collection of colored mezzotints, loaned by Mr. J. Beach Lane.

Mr. D. H. Evans and Mr. A. O. McCormick presented the library with representative photographs of Seattle scenes during the 'big snow' of February, 1916. Among other gifts, Mrs. J. P. Soule added 150 unmounted photographs to her already generous donation to the library, and Miss Winifred Washburn and Miss Florence E. Dennis presented some music. Miss Dennis' gift included nineteen opera librettos, some old manuscript music, and a copy of one part of William Byrd's Songs of sundrie natures, the first edition. Crawford & Conover gave the library a birdseye view of Seattle, published in 1904.

"With the shutting off of European supplies and the consequent stimulation of our own industries, we are feeling the impetus given to craftsmen and designers in the various trades."

Technology

The following is taken from the report of Mr. Thompson, technology librarian:

"The rapidly increasing number of industrial establishments accentuates the importance of a complete and up-to-date collection of scientific and technical books. To attain this end two things are necessary—funds and rapidity of placing new books on the shelves. There is no other class of books in which the factor of timeliness is so important. A case in point is that of books on shipbuilding.

"Many persons received assistance that could apparently be had in no other way. One man who had written to leading technical periodicals and had visited several western libraries for information relative to some apparatus used in the manufacture of oils for the explosives industry, obtained the desired information in this division.

"The division has also been very useful to those desiring to work out a special problem in manufacturing or refining. One firm having a large amount of waste tin scrap wished an economical way of saving the tin because of its present high price. A satisfactory method was obtained.

"Aside from shipbuilding, the most prominent subjects of investigation were those in the chemical lines and other allied manufacturing processes. As the chemical industry will continue to grow for some time, it is necessary that we obtain the best material on the subject. This will also involve the expenditure of no small part of our present book allowance."

Periodicals

The Periodical division reports a decrease in the use of circulating magazines, but a quickened interest in material relating to shipping, exporting, foreign commerce, and universal military training.

The German periodicals ceased coming in March. This is of course only a minor hardship of the war, but it is unfortunate that the files should be broken just at the time when they are most important historically.

"The total number of magazines, including duplicates, on file in the different departments and branches was 1,356; the number of newspapers on file in the newspaper room was 248. Fifty-nine volumes of newspapers and 901 volumes of periodicals were sent to the bindery during the year. The attendance in the newspaper room was 198,377. The total circulation of periodicals was 32,605.

Children

Miss Andrus submits the following regarding the Children's department:

"Seattle children last year took from the library 531,394 books, a gain in circulation of 31,576 over 1915. 16,077 children are registered as borrowers but there are many unregistered borrowers who draw books from the school room libraries. The story hour continues to point the way to many interesting books, and last year in libraries, churches, and schools stories were told to 32,494 children and grown-ups.

"Talks on various aspects of children's reading have been made by members of the department to twenty-one clubs, and the results of this work are beginning to tell in the increased interest in children's reading evinced by grown folks.

"The Reference, Circulation, and Children's departments joined forces in providing material for the Baby Week exhibition held in March at the Bon Marche under the auspices of the Parent-Teacher Associations. Books for mothers and children were shown, lists were distributed and library assistants were in attendance as much as possible to talk to visitors about the books.

"The exhibits of books for children's Christmas gifts were held this year as usual in the Central library and in most of the branch libraries, but the attendance, though growing, is still small. A library assistant was sent to the book department of the Bon Marche during the Christmas season to help people in their choice of books, and we were permitted to select from the stock of the store the books we wished particularly to advertise. These were placed on special tables in the store and a large placard announced that they were 'children's books recommended by the Seattle Public Library.' A talk on children's books was made to the sales force and the fact that a library assistant was in attendance was advertised. The store management professed itself to be pleased with the arrangement and the library hopes to be able to repeat the experiment on a larger scale next year. We believe too thoroughly in the educative value of the Christmas exhibit in the library to discard it, but we feel that this service in the store is reaching many more people who vitally need it.

"The playground libraries show a steady loss for three years. In 1914 the daily average of circulation was 100 as compared to 95 in 1915, and 92 in 1916. We hope that this indicates merely that the children continue to patronize the children's libraries instead of transferring their allegiance to the playground libraries.

"In October we were hosts to the Domestic Science and Literature departments of the Junior Exposition held under the auspices of the Central Council of Social Agencies and the Public Schools. The exhibit continued for two days and brought into the children's room several thousand people, many of whom had never before been within our walls.

"The most important change in the Children's department has been the transfer from the reference room to the teachers' room of the reference collection of pedagogical books and magazines.

"The circulation of books in class-room libraries for this school year was 106,432, a gain of 16,377. 473 libraries were sent to 77 schools, public, private and parochial, and 407 lessons on the use of the library were given by the head of the Schools division and the children's librarians to 4188 children in 54 schools. So far we have been able to give these lessons only to the eighth grades and some of the seventh grades.

"The two lines of work most earnestly recommended for the future are the extension of these lessons into the lower grades, and a provision for the establishment of clubs in our branch libraries."

High School Libraries

The high school libraries in Seattle have up to the present been managed entirely by the School Board and have had no connection with the public library. This year with the approval of the School Board and the Library Board, we are trying an experiment at the Lincoln High School. The new librarian, Miss Louise Smith, chosen on our recommendation, is a graduate of the University of Washington library school and has had previous experience in both public library work and high school library work. The books are being classified by the Dewey system and a card catalogue is being made by the public library. Several changes recommended for the room have been adopted by the school authorities, books are being lent from the public library collection, books to be purchased by the school are submitted for the approval of the public library, and in various ways the library is being put in shape for efficient service.

We hope through this experiment to demonstrate to both Boards that the high school library can be made a much more vital factor in the high school and that the most efficient way of bringing this about is through co-operative management.

Branches

From Miss Taber's report on the branch libraries the following is selected:

"The Branch department has been unable to develop any new centers for the distribution of books during 1916, with the exception of two deposit stations, opened at Sears, Roebuck's and at the Black Manufacturing Company's plants, for the use of their employees.

"The branch libraries now number nine, with a total circulation of 730,198 for 1916. The total number of books in the Branch collections, December 31, was 101,685. There are 48 deposit stations, including those in fire stations, with a circulation of 47,340. The number of books in the deposit stations collection on December 31st was 7,603.

"The total circulation for branches and deposit stations was 777,538, being 54 per cent of the grand total of the library. 3686 volumes were borrowed from the central collection during the year, to supply requests from borrowers at branches and deposit stations.

"There is much more intensive work being done at the branches than statistics show. We have had house-to-house visiting, school lessons in the use of the library, lectures, club meetings, story hours, and exhibits; all of which have taken time and thought. Work with foreigners is increasing, and book orders are requiring more attention as the collections grow.

"The Ballard High School has been moved into the new building, and a drop in branch library circulation followed because the school is no longer 'just around the corner.' Miss Slaven left the Ballard children's room the middle of May and Mary Hughes, of the Pittsburgh Training School for Children's Librarians, has taken her place.

"Columbia finds new problems to solve since moving into the new building. The branch is now located outside of the business district, and the regrading of the street has made it dangerous for children to cross the car tracks. However, we are getting many new borrowers in this location, and normal conditions will soon return.

"The future of the work at Fremont is uncertain because of conditions created by the opening of the canal. Where the center of population will be is still to be determined, and upon that will depend the location of the permanent building that we hope to secure.

"Miss Johnson, branch librarian at Georgetown, resigned in December to accept the librarianship at Hoquiam.

"At Green Lake the circulation for March was the largest in the history of the branch. A course of lectures given during the spring proved very popular.

"The Queen Anne branch felt the pressure of work at the registration desk during the first part of the year, the branch having been open two years and many borrowers' cards expiring. The circulation and general community work increased in the fall.

"Very little change has been felt in the work at University. A free clinic was started in the branch by the Health Department, but its success is so far uncertain.

"At West Seattle the work with schools has been increasing satisfactorily. More than fifty teachers have been supplied with books from this branch during the year.

"At Yesler the work among foreigners has been most interesting. Close co-operation with night schools has kept enthusiasm at the highest pitch, and we find the new immigrant very loyal to the library. One day a borrower, who had been working in a lumber camp during the summer, came into the branch with a slip of paper containing the name and accession number of a book. He said he knew where the book was and would bring it to the library. In a few days he reappeared, with his head bandaged, and said, 'I fight for that book, he say he buy it, but I say you can no buy library books.'

"This branch is indebted to the Leschi Heights Woman's Improvement Club for a bronze medallion of Henry L. Yesler, by James A. Wehn. It was unveiled November 9th with appropriate ceremonies conducted by the club."

Cataloguing

The following is from Miss Firmin's report of the Catalogue department:

"The statistics are rather conspicuous this year because of their smallness, but because conditions made them so, we have been able to attack some long-standing odd jobs. 24,216 volumes were shelf-listed, 8839 new titles catalogued, 1327 pamphlets classified, 101 pieces of sheet music and 453 pictures catalogued, 2420 volumes recatalogued, 58,780 cards prepared for central and the branches, and 110,692 cards filed in the central catalogues.

"The collection of foreign books has been recatalogued and duplicate catalogue entries made for all foreign titles in the Reference, Art, and Technology departments, so that there is now in one place, in the open-shelf room, a complete card catalogue of all foreign books in the library.

"Upon starting the revision of the music catalogue we found it necessary to keep a separate list of composers' names and subject headings used, and a record of the various titles under which a single piece had been translated, with references to the best known English translation. This, although involving a considerable outlay of time, is an advantage to the users of the catalogue who wish to find, for example, all entries of 'The marriage of Figaro' together, rather than to find them under the various translated titles, 'Figaro's hochzeit,' 'Les noces de Figaro,' etc. Cards were also made for the different forms of music such as Mazurka, Sonata, Impromptu, etc., upon which are listed the names of composers who have written that form of music. In addition hundreds of cards for pieces long since discarded were withdrawn so that the catalogue, while much more comprehensive, is no larger.

"Revision of the catalogues in six of the branches began in September. To date 5500 volumes and 20,456 cards have been corrected."

Binding

The library does its own binding, employing the best skilled mechanics for the work. The bindery force now includes eleven persons. Their quarters on the first floor were enlarged during the year. 24,452 volumes were bound, call numbers were gilded on 31,452 books, and considerable miscellaneous and repair work was done. The amount spent for salaries and materials was \$11,399.83.

Discarded Books

The numerous requests on file for old books and magazines and the letters of appreciation received after books are sent assure us that the library is doing good work in the disposition of its discarded books. Miss Gracie, chief of the Order department, has charge of this work and reports as follows regarding it:

"The demand for our discarded books appears to increase from year to year and continues to come from practically the same sources. The requests are most numerous from small town libraries, some already in existence, while others are hoping to start libraries using the books we donate as a nucleus. We have constant requests from government vessels going north, the books being used first by the crews on the northward journey and on their return are distributed to the inhabitants in faraway isolated spots, lighthouses, etc., where reading matter is almost unobtainable and eagerly welcomed. Books and periodicals have been given for the fishing fleets going to Alaskan waters and a number of small communities in Alaska have received shipments of from 100 to 300 volumes. We have sent collections to the State Training School for Girls at Grand Mound, to the State Training School for Boys at Chehalis, and have a standing request for books for the State Reformatory at Monroe. The county jail is on our list and our fame has even reached the Orient, as we have received a request to furnish a boys' school in China with books on philosophy, economics, history, ethics, science, etc."

Changes in Central Library

The Great Northern Railway Company has completed the repair work called for in its agreement with the city.

A two-story extension was made at the rear of the building on the south side. This made possible an enlargement of the bindery on the ground floor and of the catalogue room above. It also gives space for a much needed and better located office for the Superintendent of Circulation. The transfer of her office permitted the enlargement and improvement of the reference room.

The following changes have been made at the front of the building: The old entrance on the main floor and the steep flight of steps leading thereto have been removed. Public comfort stations have been constructed under the library approaches on the Fourth Avenue sidewalk level. These stations are also accessible from the inside for readers. The ground floor entrance and lobby have been remodeled and made the main entrance to the building. As this report goes to press, all of these changes are completed.

Publicity

Mr. Compton, who has charge of the library advertising, reports as follows on the publicity work of 1916:

"The first number of the 'Library Poster,' a four-page publicity bulletin, was published by the library on January 26th and has appeared, like the 'Philistine', every little while since then. Eighteen numbers were printed in 1916. Our application for second class entry was refused by the Post Office department because this library is not a regularly incorporated institution of learning. Other libraries that happen to be separately incorporated have been granted this privilege, though of course the general character of their work does not differ from ours. The acceptance of the 'Poster' as second class matter would save each year a large amount in postage, since the mailing rate would be reduced from one cent per copy to one cent per pound.

"The Library Poster, unlike many library bulletins, is not a record of new books added to the library. Each number is devoted to a timely subject, usually with the definite object of distributing the copies to a group to whom this subject should have a particular appeal. Those on municipal topics are sent to city officials and to men especially interested in civic affairs; certain numbers to teachers; and others to members of various commercial and social organizations. We have attempted to make the Poster attractive by illustrations, charts, and brief articles on library activities in addition to the books listed.

"Your child's reading' and the 'Skilled workmen' placards were printed in 1916 and copies were posted widely throughout the city. This kind of advertising which we have followed for several years continues to bring good results.

"The idea which originated two years ago with the Pacific Northwest Library Association of employing co-operatively a publicity agent for libraries, has made some progress. As chairman of the Publicity Committee of the Pacific Northwest Library Association, and as a member of the Publicity Committee of the American Library Association, the writer has had a part in bringing this proposition to the attention of librarians throughout the country. It has received the endorsement of a number of state library associations and has been under consideration by the Executive Board of the American Library Association."



New Lobby, Central Library

Acknowledgements

Many Seattle citizens have aided the library in various ways during the year and we wish to express our appreciation of their assistance. Miss Impi Riktig presented a number of Finnish books, Miss Adelaide Pollock talked to the children about the birds around Seattle, Major Groves spoke on the Boxer rebellion, Mr. Asahel Curtis lectured on Mount Rainier, and Mr. Ralph Krows and Mr. Philip Naugle gave several talks on electricity and wireless telephony. In addition, Dr. Herbert H. Gowen spoke to the staff on Tagore, and Dr. Waldo Richardson on his recent experiences in a war hospital in France.

Changes in Boards of Trustees

The term of the Reverend Samuel Koch expired April 1, 1916, and he was re-appointed for a seven-year term by Mayor Hiram C. Gill. Mr. Oliver H. P. La Farge resigned October 19th because of removal from the city. Mr. La Farge fulfilled his duties as a trustee with courtesy and ability and this fact was suitably recognized upon his retirement. To fill the place thus vacated, Mayor Gill appointed Judge Samuel Morrison, who had already served as a member of the Board from 1908 to 1913.

Staff

The library lost two heads of divisions on account of marriage, Margaret Lathrop, of the Schools division, resigning in June, and Marion D. Thum, of the Periodical

division, in December. The first vacancy was filled by the transfer of Estella M. Slaven, children's librarian at the Ballard branch, and the second by the transfer of Eva W. Graves from the Branch department. Three more resigned to take positions in other libraries in this state, Mrs. Harriet L. Carstensen going to Whitman College Library, Eleanor Stephens to North Yakima as librarian of the public library, and Agnes Johnson to a similar position in Hoquiam. Winifred Washburn is attending the library school of the New York Public Library and Ellen F. Howe, the Training School for Children's Librarians in Pittsburgh. The number on the staff in December 1916 was 151, of whom 34 worked part time.

A complete list of employees of the library is given on pages 17-20.

We receive many compliments on the courteous and efficient service rendered to the public. For these compliments and for their loyalty to the library, the members of the staff deserve great credit. The changes in the Central library building have brought many inconveniences and discomforts to both the public and the staff. These have been borne without complaint.

Respectfully submitted,

JUDSON T. JENNINGS

Librarian

Appendix A

LIBRARY STAFF, DECEMBER 1916

EXECUTIVE DEPARTMENT

Judson T. Jennings	<i>Librarian</i>
E. L. Chapman, <i>librarian's secretary</i>	Jeanne A. Bowman, <i>auditor</i>
Dwight Smith, <i>multigrapher*</i>	Mary E. Jenkins, <i>office assistant</i>

ORDER DEPARTMENT

Helen Gracie	<i>Chief of Department</i>
Gertrude Crocker	Florence McLaughlin*
E. Fay Woolsey*	Mrs. Collene Dermody, <i>* typist</i>

PAGES

Bernice Norton	Margery Heisler*	Iver Cedarwall*
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CATALOGUE DEPARTMENT

Kate M. Firmin	<i>Chief of Department</i>	
Harriet C. Allison	Helen Gillette	Katherine Walsh
Charlotte S. Best	Agnes Hansen	C. Isabelle Wheeler
	Irene Smith, <i>temporary</i>	

TYPISTS

Agnes Carruthers	Alma A. Little	Irma Pond
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CIRCULATION DEPARTMENT

Zulema Kostomlatsky	<i>Superintendent of Circulation</i>
Mary N. Baker	<i>First assistant</i>

Lillian Anderson	Jessie M. Eastman	Florence McLaughlin*
Stella Bateman*	Esther F. Fleming	Fanny E. Reynolds
Hope Burdic	Edith E. Hile	Eleanor Stephens
Mrs. F. G. Davis	Blanche Josselyn	Marjorie Zinkie

TELEPHONE OPERATORS

Margaret Harmon	Margery Heisler*
W. C. Young, <i>guard and collector</i>	Edna Z. Nichol, <i>head page</i>

PAGES

Wilfrid Coates	Kenneth Edgers*	Frank Gates
Alice Coston	Birney Fullington*	Chester Guth

*Part time.

REFERENCE DEPARTMENT

Charles H. Compton	<i>Reference librarian</i>
Mrs. Gertrude F. Hess	<i>Assistant reference librarian</i>
DuBois Mitchell	<i>Municipal reference librarian</i>
Lillian Collins	Mrs. M. S. Tilley

PAGES

Donald Colman*	Harry Holden
Samuel W. Craig	Don Peeples*

Art and Technology Room

Annie H. Calhoun	<i>Head of Fine Arts</i>
Claude S. Thompson	<i>Technology librarian</i>

Mrs. Llewellyn Thomasson

PAGES

James Knapton*	Clifford Peterson*	Arthur Thomas
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Periodical Division

Eva W. Graves	<i>Head of Division</i>
Elizabeth Kirkwood	Earl Kaiser*
	Ernest Leo*
	Leslie Bounsall, <i>page</i>
A. J. Villars	<i>Newspaper custodian</i>
Bert Neely*	H. G. Post*

CHILDREN'S DEPARTMENT

Gertrude Andrus	<i>Superintendent of Department</i>
Augusta Anderson	Addie Phinney
Ethel Maurant	Frances Woodworth*
	Clyde Pond, <i>page</i>

Schools Division

Estella M. Slaven, <i>head</i>	Ruth Reynolds, <i>assistant</i>
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BRANCH DEPARTMENT HEADQUARTERS

Josephine Taber	<i>Superintendent of branches</i>
Ruth G. Davis	Margaret Hargrave
	Alice F. Kittredge
Helen Cook, <i>story-teller*</i>	Pearl Rogers, <i>mender*</i>
	Walter Adams, <i>messenger</i>

*Part time

Ballard Branch

Edith Morse *Branch librarian*
 Mary Hughes *Children's librarian*
 Hazel Jones* Lucia Stoll Gezina Thomas
 John Chesshire, *janitor.* *Two pages.**

Columbia Branch

Laurentine Meissner * . . . *Branch librarian.*
 Laura Stealey *Children's librarian*
 Philip Lidston, *janitor.* *Page.**

Fremont Branch

Emma K. McCullough *Branch librarian*
 Mrs. Edith Stranne, *janitress.** *Page.**

Georgetown Branch

Grace J. McIntosh *Branch librarian*
 Page*

Green Lake Branch

Mary A. Batterson *Branch librarian*
 Louretta C. Cole *Children's librarian*
 Mary E. Keeney
 C. H. Foster, *janitor.* *Page.**

Queen Anne Branch

F. Louise Holmes *Branch librarian*
 Cecile Watson *Children's librarian*
 Hazel Erchinger*
 W. H. Scowcroft, *janitor.* *Page.**

University Branch

Mrs. Mary W. Dennis *Branch librarian*
 Mary B. Hunter *Children's librarian*
 Helen Carson Nell Unger*
 Geo. W. F. Goodwin, *janitor.* *Two Pages.**

*Part time.

West Seattle Branch

Christina R. Hargrave *Branch librarian*
Jean P. Lane *Children's librarian*

A. C. Schoonmaker, *janitor*. *Two Pages.**

Yesler Branch

Harriet Leitch *Branch librarian*
Ann E. Hall *Children's librarian*

Maud Putman Leah Finkelstein
James Dubbin, *janitor*. *Two Pages.**

BINDERY

Harry W. Hyde *Foreman*

FORWARDERS

Perry Brabon William Conrad Alexander Findley
William Fisher Louis N. Miller

STITCHERS

Bertha Brekke Nell Johnson
Freda Grunert Mrs. Ora Rood

MECHANICAL DEPARTMENT

Harry R. Rogers *Chief engineer*
John H. Coke *Assistant engineer*

JANITORS

Ernest Craggs John Kotschenreuther Frank Perry
S. A. Roshon, *janitor and gardener*
William Warner, *night watchman* C. G. Oyston, *elevatorman*
Wm. Stewart, *guard (temporary)*

CLEANERS

Mrs. J. W. Greathouse Yulah Martin Mrs. M. Richardson

*Part time.

Appendix B

Statistics according to form adopted by American Library Association

Annual report for year ending December 31, 1916.

Name of librarian, Judson T. Jennings.

Population served, 348,639 (U. S. Census Bureau estimate, July 1, 1916).

Free for lending; free for reference.

Total number of agencies, consisting of Central library; 9 branches (7 in separate buildings); 8 stations. Other agencies: 77 schools (633 collections in 420 school-rooms), 32 fire stations, 3 playgrounds, and 8 charitable institutions.

Central library open 366 days; for lending, 78 hours per week; for reading, 86 hours per week.

Total number on staff in equivalent of full time, 133.

Total valuation of library property, \$1,597,000.

254,636 volumes January 1, 1916, 22,165 added during year by purchase; 1,322 added by gift or exchange; 9,803 volumes withdrawn. Total number of volumes January 1, 1917, 268,320.

Lent for home use; Total, 1,405,655 volumes (adult, 874,261; juvenile, 531,394. Fiction, 841,725 volumes, (adult, 554,684; juvenile, 287,041).

Number of pictures lent for home use, 25,106; music, 8,237; clippings, 3,366.

Number of exhibitions held, 11.

Number of publications issued, 20.

Number of borrowers registered during the year, 34,540 (adult, 26,099; juvenile, 8,441). Total number of registered borrowers, 67,097 (adult, 51,020; juvenile, 16,077). Registration period, 2 years.

Periodicals (including newspapers and transactions of societies), titles, 954; copies, 1604.

No count kept of number of people using reading rooms.

RECEIPTS FROM

Debit balance.....	\$21,461.15
Local taxation.....	176,108.54
Fees from members, students, etc.....	71.00
Fines and sales of publications.....	5,589.34
Duplicate pay collection.....	340.90
Gifts (Carnegie Corporation).....	1,869.00
10 per cent. of city's receipts from licenses, fines, and fees.....	13,848.06
Great Northern Ry., damage to central library.....	1,500.00
Other sources.....	575.04
Total.....	\$178,440.73

PAYMENTS FOR

Maintenance	
Books.....	\$20,990.94
Periodicals and Newspapers.....	3,268.05
Binding (including salaries).....	11,399.83
Salaries, library service.....	85,307.36
Salaries, other service.....	19,673.82
Insurance.....	59.75
Rent.....	600.00
Heat.....	2,509.72
Light.....	3,736.90
Other maintenance.....	11,576.75
Total.....	\$159,123.12
Extraordinary	
Gardening at Columbia branch.....	108.08
Additions to Central library.....	7,198.10
Other unusual expenses.....	144.34
Grand total.....	\$166,573.64

Appendix C--Table 1

Total Circulation by Classes, 1916.

Class	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	Georgetown Branch	Green Lake Branch	Queen Anne Branch	University Branch	West Seattle Branch	Vesler Branch	Schools	Playgrounds	Deposits	Total	Percentage
General works	2,607	810	755	852	225	918	355	1,594	530	464		41	17	9,168	.64
Philosophy	12,386	619	389	361	183	651	573	858	582	620		2	177	17,440	1.22
Religion	8,083	1,183	446	431	287	945	590	957	730	1,079	1,673	40	104	16,548	1.15
Sociology	17,822	1,689	747	702	293	1,389	1,174	2,257	836	1,049	1,104	30	450	30,142	2.10
Fairy tales	8,921	5,194	3,092	2,209	1,833	4,104	3,149	4,626	2,865	7,544	11,189	788		55,514	3.87
Philology	5,823	2,636	1,300	821	1,176	3,007	1,073	2,270	1,771	3,656	622	169	20	24,344	1.70
Natural science	10,203	1,631	1,300	821	1,176	3,007	1,073	2,270	1,771	3,656	622	169	20	24,344	1.70
Useful arts	29,326	3,934	2,195	1,952	1,232	3,615	2,272	3,681	1,961	3,393	5,349	66	171	26,492	1.85
Fine arts	30,224	3,978	2,079	2,079	1,624	3,528	2,475	3,784	1,965	4,021	1,162	77	1,015	57,115	3.98
Literature (except fiction)	33,447	5,332	2,362	2,076	1,708	4,595	2,896	6,498	3,868	5,792	3,184	261	508	72,024	5.02
Travel	15,450	4,389	891	1,576	1,082	3,116	1,995	3,055	2,826	3,459	8,368	97	1,019	47,323	3.30
History	16,011	3,361	2,229	1,463	740	2,826	1,658	3,149	2,372	3,192	8,423	120	556	45,800	3.19
Biography	12,676	2,240	884	1,463	435	1,869	1,125	1,897	1,425	2,149	5,746	45	537	31,996	2.23
Fiction	287,110	65,283	37,542	37,340	26,818	57,170	49,998	70,055	33,425	76,897	57,441	2,868	39,778	841,725	58.69
Books for blind	250	1					2	5	701	1,925			1	259	.02
Pictures	21,780	823	282	9	253	2,293		195	4,213	3,813			2,466	28,472	1.99
Periodicals	33,361	3,911	2,655	2,917	2,113	6,618	4,244	5,938						72,249	5.04
Total	545,480	107,014	58,501	56,478	40,596	98,297	74,825	112,629	60,572	121,286	106,432	4,677	47,340	1,434,127	100.00

Appendix C--Table 2

Adult Circulation by Classes, 1916.

Class	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	Georgetown Branch	Green Lake Branch	Queen Anne Branch	University Branch	West Seattle Branch	Yesler Branch	Deposits Stations	Total	Percentage
General works	700	330	193	317	78	336	45	331	71	53	17	2,471	.27
Philosophy	12,285	592	372	355	182	640	564	818	531	590	177	17,106	1.90
Religion	6,738	386	145	262	98	362	314	339	360	392	104	9,620	1.07
Sociology	16,433	1,253	490	502	213	873	877	1,770	473	1,259	450	24,594	2.73
Philology	3,994	140	35	30	73	134	133	931	50	605	20	5,465	.61
Natural science	7,973	512	170	240	123	449	371	730	213	539	171	11,490	1.28
Useful arts	26,297	2,379	1,268	992	629	2,027	1,035	2,053	958	1,923	1,015	40,574	4.51
Fine arts	26,201	2,265	823	1,059	710	1,737	1,142	3,013	908	1,444	524	38,426	4.27
Literature (except fiction)	28,586	3,017	700	1,107	428	1,555	1,462	3,740	1,282	2,552	503	44,934	5.00
Travel	11,210	2,086	274	655	371	862	871	1,532	489	1,187	1,019	20,452	2.27
History	11,469	1,288	634	554	136	633	603	1,332	480	856	556	18,750	2.09
Biography	10,445	1,107	400	393	120	635	498	1,382	440	757	537	16,320	1.81
Fiction	234,024	38,173	21,533	23,844	18,109	35,790	30,612	43,946	21,435	47,437	39,778	554,684	61.68
Books for blind	250	1					2	5			1	259	.03
Pictures	19,415	723		282	123	2,139	136	82	572	1,634		25,106	2.79
Periodicals	32,605	3,553	2,375	2,845	1,858	6,240	3,984	5,771	3,929	3,490	2,466	69,116	7.69
Total	448,625	57,804	29,694	33,155	23,251	54,412	42,619	65,331	32,387	64,718	47,340	899,367	100.00

Appendix C--Table 3

Juvenile Circulation by Classes, 1916.

Class	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	Georgetown Branch	Green Lake Branch	Queen Anne Branch	University Branch	West Seattle Branch	Yesler Branch	Schools	Playgrounds	Total	Percentage
General works	1,907	480	562	535	147	582	310	1,263	459	411		41	6,697	1.25
Philosophy	101	27	17	6	1	11	9	40	51	30	39	2	334	.06
Religion	1,345	797	301	169	189	583	276	498	370	687	1,073	40	6,928	1.30
Sociology	1,389	436	257	200	200	516	297	487	362	390	1,104	30	5,348	1.04
Fairy tales	8,921	5,194	3,092	2,209	1,833	4,104	3,149	4,626	2,721	7,514	11,189	788	53,514	10.38
Philology	1,829	2,496	1,265	791	1,103	2,873	940	2,019	1,721	3,051	622	169	18,879	3.53
Natural science	2,230	1,119	399	536	471	1,204	664	1,080	790	1,094	5,349	66	15,002	2.80
Useful arts	3,029	1,555	927	990	603	1,588	1,237	1,630	1,003	1,470	2,432	77	16,541	3.19
Fine arts	4,023	1,713	1,256	1,020	914	1,791	1,333	2,471	1,057	2,377	3,184	73	19,090	3.57
Literature (except fiction)	4,861	2,315	1,662	969	1,280	3,040	1,434	2,758	2,086	3,240	8,368	261	27,090	5.07
Travel	4,240	2,303	617	921	711	2,254	1,124	1,814	2,150	2,272	8,123	97	25,871	5.02
History	4,542	2,073	1,595	909	604	2,193	1,055	1,617	1,883	2,336	5,746	120	27,050	5.09
Biography	2,231	1,133	568	491	315	1,234	627	909	1,985	1,382	5,741	45	15,076	2.93
Fiction (inc. picture books)	53,086	27,110	16,009	13,496	8,709	21,380	19,386	26,106	11,990	29,460	57,441	2,868	287,366	53.68
Pictures	2,365	100	280	72	130	154	75	113	129	291	323	3	3,133	.63
Periodicals	756	358			255	378	260	167	284	323				.59
Total	96,855	49,209	28,807	23,323	17,345	43,885	32,176	47,298	28,185	56,568	106,432	4,677	534,760	100.00

Appendix D

Financial Statement

Deficit in library fund January 1, 1916.....\$ 21,461.15

RECEIPTS

Library collections.....	\$ 6,533.48	
Licenses, fines, and fees.....	13,848.06	
Taxes.....	176,108.54	
Total receipts from city.....		\$196,490.08
Carnegie donations.....	1,869.00	
Cancelled warrants.....	37.80	
Great Northern Railway Co., for damages to central library building.....	1,500.00	
For use of basement for polling purposes.....	5.00	199,901.88

Total available for year 1916.....\$178,440.73

EXPENDITURES

Library staff payroll.....	\$ 60,753.92	
Building payroll.....	10,190.87	
Repairs and alterations.....	1,604.72	
Fuel.....	1,498.62	
Light.....	2,626.80	
Power.....	700.85	
Water.....	192.70	
Telephones.....	42.01	
Insurance.....	59.75	
General expense.....	466.48	

\$ 78,136.72

Branch Libraries

Payroll (including janitors).....	\$ 34,036.39	
Fuel.....	1,011.10	
Light.....	1,110.10	
Power, Columbia.....	69.25	
Water.....	103.00	
Telephones.....	425.50	
Rent, Fremont.....	600.00	
Light and heat, Georgetown.....	257.40	
Drayage.....	202.50	
General expense.....	1,481.97	

\$ 39,297.21

General and undivided expenditures

Building supplies.....	\$ 1,298.41	
Furniture, fittings, and fixtures.....	524.50	
Stationery, printing, and supplies.....	4,207.46	
Books and maps.....	20,990.94	
Periodicals and newspapers.....	3,268.03	
Bindery payroll.....	9,277.85	
Bindery supplies.....	2,121.98	

\$ 41,689.19

Total maintenance.....\$159,123.12

Extraordinary expenditures

Interest on uncalled warrants.....	\$ 144.34	
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Buildings and grounds

Addition to central.....	\$ 4,600.92	
Central comfort station.....	2,597.18	
	\$ 7,198.10	

Improvement of grounds, Columbia branch.....	\$ 108.08	
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Total buildings and grounds.....\$ 7,306.18 7,450.52

Total expenditures.....\$166,573.64

Balance in fund December 31, 1916.....\$ 11,867.09

Summary of Statistics

	1915	1916
Population (U. S. Census Bureau estimate July 1)	330,834	348,639
Number of volumes December 31.....	254,636	268,320
Number of volumes added during the year.....	20,755	13,684
Number of periodicals received including duplicates	1,240	1,356
Number of newspapers received including duplicates.....	253	248
Number of borrowers registered during the year.....	32,557	34,540
Total registration December 31	66,186	67,097
Percentage of population registered as borrowers.....	20	19

Circulation of books for home use:

Central library.....	540,625	545,480
Ballard branch.....	108,201	107,014
Columbia branch.....	52,601	58,501
Fremont branch.....	58,153	56,478
Georgetown branch.....	40,341	40,596
Green Lake branch.....	92,957	98,297
Queen Anne branch.....	72,472	74,825
University branch.....	112,018	112,629
West Seattle branch.....	56,854	60,572
Yesler branch.....	117,780	121,286
Schools.....	90,055	106,432
Playgrounds.....	3,600	4,677
Deposit Stations.....	49,582	47,340
Total.....	1,395,239	1,434,127

Circulation per capita.....	4.2	4.1
Percentage of fiction circulation to total circulation.....	59.9	58.69
Tax rate.....	.55 mills	.8 mills
Total receipts from city.....	\$142,282.58	\$196,490.08
Expenditures for salaries.....	101,751.04	104,981.18
Expenditures for books.....	26,975.04	20,990.94
Expenditures for periodicals.....	2,943.06	3,268.05
Expenditures for binding.....	10,382.96	11,399.83
Other operating expenses.....	16,616.38	18,483.12
Total regular expenditures.....	158,668.48	159,123.12
Extraordinary expenditures.....	34,091.38	7,450.52
Total expenditures.....	192,759.86	166,573.64

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1915
vol. 2

interior

Seattle Public Library

Annual Report 1915

A brief historical sketch
With an account of the work
the Library is doing for
the people of
Seattle

Twenty-fifth Anniversary

SEATTLE PUBLIC LIBRARY

Central Library

Fourth Avenue and Madison Street

Telephone, Main 2466

Hours of Opening

Week days 9 a. m. to 10 p. m.

Sundays and holidays named below, for reading only, 2 p. m. to 10 p. m.

The Children's room is open on week days from 9 a. m. to 9 p. m. and is closed on Sundays and holidays.

The following holidays are observed: New Year's Day, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas.

BRANCH LIBRARIES

Open from 2 to 9 p. m.; closed on Sundays and the seven holidays, named above.

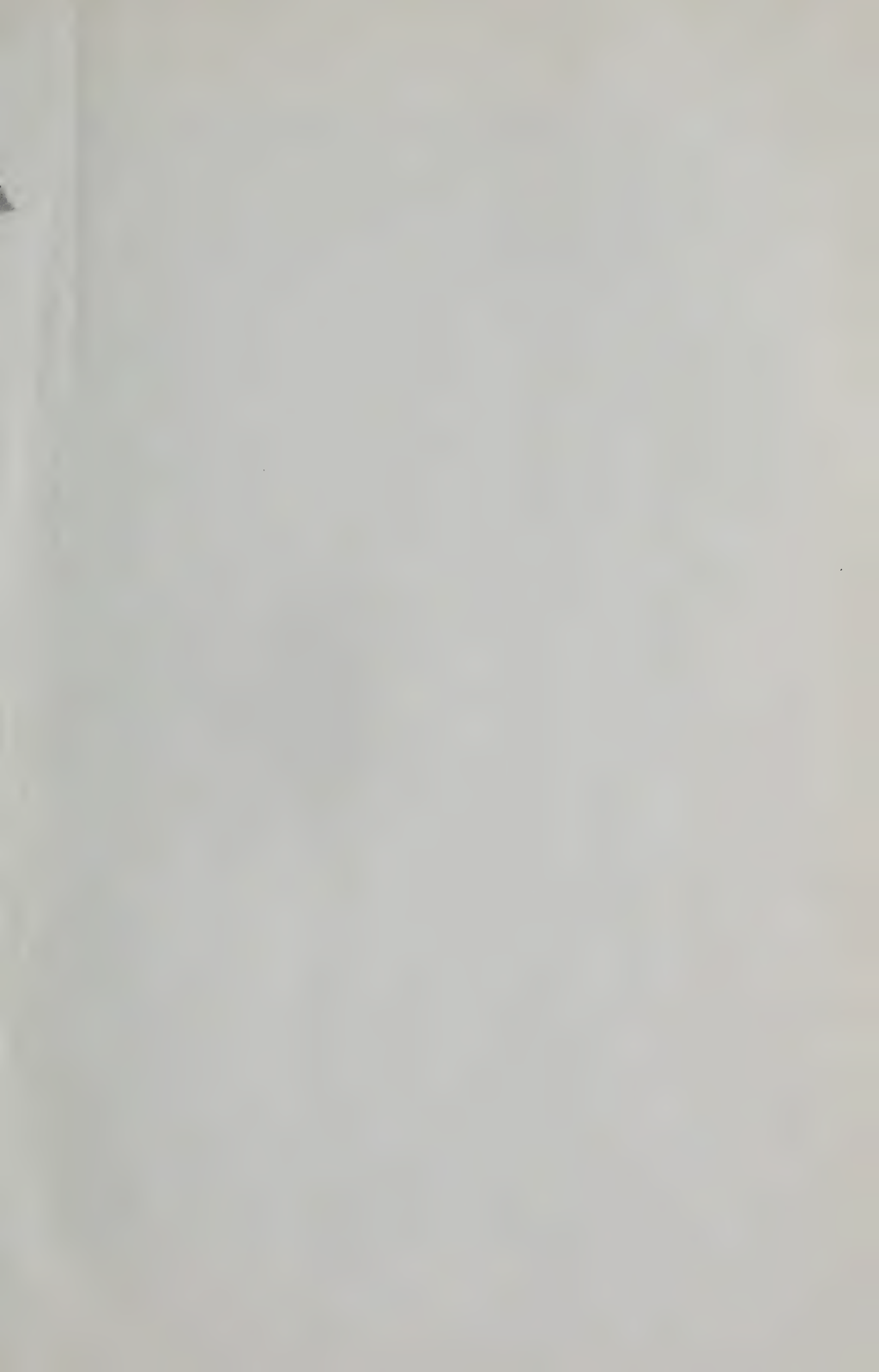
		Telephone No.
Ballard	2026 Market St.	Ballard 158
Columbia	Rainier Ave. and Alaska St.	Rainier 67
Fremont	3425 Fremont Ave.	North 348
Georgetown	13th S. and Stanley	Sidney 58
Green Lake	E. Green Lake Blvd. and 4th N. E.	Kenwood 850
Queen Anne	4th W. and W. Garfield	Queen Anne 1918
University	10th N. E. and E. 50th	Kenwood 703
West Seattle	College W. and 42d S. W.	West 468
Yesler	23d Ave. and Yesler Way	Beacon 216

DEPOSIT STATIONS

South Park Pharmacy	Dallas Ave. and Rose St.	Sidney 192
Montera Pharmacy	Rainier Beach	Rainier 314W
Lake View Pharmacy	34th Ave. and Cherry St.	East 298
Mission Pharmacy	901 19th Ave. N.	East 532
Ajax Drug Store	85th and Greenwood	Ballard 2606

The use of the reading and reference rooms is free to residents and non-residents alike, and a borrower's card is not required for such use.

Any resident of Seattle may secure a borrower's card entitling him to borrow books from the library without charge, on signing an application and agreement in the presence of a registry assistant at the central library or at one of the branches or deposit stations.





Seattle Public Library—Fourth Avenue and Madison Street

Twenty-fifth Annual Report
of the
Seattle Public Library
1915

H. C. Pigott Printing Concern

Library Board, 1915-16

The seven members of the Library Board are appointed by the Mayor, one member each year for a term of seven years.

SAMUEL KOCH	Term expires April 1, 1916
JOHN W. EFAW.....	Term expires April 1, 1917
DANIEL B. TREFETHEN.....	Term expires April 1, 1918
MRS. W. A. BURLEIGH	Term expires April 1, 1919
J. ALLEN SMITH.....	Term expires April 1, 1920
J. A. STRATTON.....	Term expires April 1, 1921
O. H. P. LA FARGE.....	Term expires April 1, 1922

Officers of the Board

SAMUEL KOCH	<i>President</i>
JOHN W. EFAW	<i>Vice-president</i>

The Librarian serves as secretary of the Board

Standing Committees

<i>Administration</i>	MR. TREFETHEN, MRS. BURLEIGH and MR. EFAW
<i>Art and Publicity</i>	MRS. BURLEIGH, MESSRS. TREFETHEN and STRATTON
<i>Books and Periodicals</i>	MESSRS. SMITH, STRATTON and LA FARGE
<i>Branches and Delivery Stations</i>	MESSRS. STRATTON and SMITH, MRS. BURLEIGH
<i>Building and Grounds</i>	MESSRS. EFAW, LA FARGE and SMITH
<i>Finance</i>	MESSRS. LA FARGE, EFAW and TREFETHEN

TWENTY-FIFTH ANNUAL REPORT

To the Honorable, the Mayor, and City Council of Seattle:

GENTLEMEN: In behalf of the Library Board of the City of Seattle, I herewith transmit the report of the Library department for the year 1915.

Respectfully,

SAMUEL KOCH

President

Seattle, Washington, January 1, 1916.

Report of the Librarian

To the Library Board of Seattle:

Twenty-five years ago the Seattle Public Library, promoted by the Ladies' Library Association, first opened its doors in a small upper room of the building now occupied by the Seattle Hotel. To mark this quarter-century of library development, our report this year attempts to describe more fully than usual the activities of the library. It is not an annual report in the usual sense, but a description of what the library has been, what it is, and the work that it is trying to do. The achievements thus far have been made possible by the hearty support of the Library Board and the loyal service of the staff, nearly every member of which has collaborated in some way in the compilation of this report. Special credit, however, is due the editing committee, Mr. Compton, Mr. Mitchell, and Miss Chapman.

A review of the year 1915

The year just closed brought substantial gains in volumes, borrowers, and circulation, as shown in the following table:

	1914	1915	Gain
Volumes	233,881	254,636	20,755
Borrowers	60,238	66,186	5,948
Circulation	1,223,632	1,395,239	171,607

There were no changes in the personnel of the Library Board, Mr. Oliver H. P. La Farge being reappointed April 1, 1915, by Mayor Hiram C. Gill. The most important change in the staff was the appointment of Miss Harriet Leitch as librarian at the Yesler branch, succeeding Miss Alexandrine La Tourette, who resigned to be married.

Financially the year was not a success. Starting with a deficit of \$4,771.85, we ended with a deficit of \$21,461.15. There would have been no deficit if our actual receipts had equalled the amounts appropriated. There were shortages, however, of \$5,292.58 in taxes and \$23,468.45 in licenses. A portion of this loss has been cared for by the City Council in the 1916 tax levy. The remainder will be covered by strictest economies next

year in order that we may enter the year 1917 with all obligations paid. A detailed statement of receipts and expenditures may be found in the appendix.

The suit brought by the city against the Great Northern Railway Company for damages to the central library building, was settled out of court, the agreement bearing date of March 9, 1915. The chief features of the settlement were the reimbursing of the library for expenses already incurred in repairs, and for the cost of preparing the case for trial, and also the repairing of the building in accordance with specifications included in the agreement.

The new branch library building at Columbia, built from the Carnegie fund, was opened December 30, 1915, with appropriate exercises. This is the first of the branches to be built on the one-room plan. The style of architecture is Georgian, materials red brick, with white terra cotta trimmings and slate roof. The building is attractive within and without. Mr. W. Marbury Somervell and Mr. Harlan Thomas were the architects.

In June we were favored with a visit from about ninety librarians en route home from the conference of the American Library Association, held in Berkeley, Cal. This meeting was attended by fourteen members of our own staff. At the meeting of the Pacific Northwest Library Association, in Salem, Ore., May 31 and June 1, four of our assistants were present.

The Story of Twenty-five Years

The history of an institution, however it may be overlaid with names and dates, is always and essentially the history of an idea. In Seattle many years ago, to a small group of women came a certain idea, an idea which was also a vision. The city had not as yet altogether outgrown its frontier aspect, though it was even then conscious of its strategic situation and eagerly striving forward toward that industrial and commercial future which every year makes more apparent. But it was not the vision of a modern Carthage which filled the minds of these women. They could safely trust the city's future material prosperity to others, their dream was wrought of finer threads. They saw not only a Seattle great in population and wealth, but a city where literature and the arts might find a dwelling place, where the lives of the people might be made freer and larger by contact with the best expression of the best thought of other and older civilizations. A public library—this was their idea, and they took the preliminary steps toward giving it an existence in time and space, an expression in reality.

Though we consider the year 1915 as marking the 25th anniversary of the founding of the library, the library movement in Seattle had its inception in 1888 with the organization of the Ladies' Library Association. Great credit is due this association even though during its short life an institution was not actually founded. A building site was secured, the gift of Mr. Henry L. Yesler, which eventually was not used, and a small sum of money was collected. The service of these women gave the library idea its initial impulse, and after the great fire of 1889, when the Freeholders Charter was being framed, they were able to go before the charter committee with a definite proposition for the establishment of a city library. Their ideas were incorporated in an article of the charter which provided for a public library department as one of the integral branches of the city government, and the charter was ratified by the people in October, 1890. This then is the real beginning of the Seattle Public Library.

Since the Ladies' Library Association had borne so large a part of the work of establishment, the new charter very naturally provided that the

Library Commission, as it was then called, should have at least two women in its membership of five persons. The two appointed by the Mayor had been prominent in the library movement from the start, and their names are given on page ten of this report.

It is only to be expected that the newly established institution should encounter many difficulties at the outset, both financial and other, particularly since the Commissioners themselves, to quote from their first report, ranked the library as "among the luxuries of civilized life," and Seattle even as late as 1890 had a good deal of difficulty in supplying the necessities. Quarters were soon secured on the third floor of the Occidental Block (now the Seattle Hotel) and a reading room was opened on April 8, 1891, with Mr. A. J. Snoke, librarian, in charge. The opening of the circulation department, with a collection of 6,541 books which came direct from Boston, so needed no other guaranty, was delayed until December of the same year.

For maintenance during its early years the library was dependent almost solely upon its share (one-tenth) of the city funds raised from fines, penalties, and licenses. As the financial depression of the early and middle nineties began to make itself felt, the library fund gradually shrank until in 1895 it was less than half what it had been at the start. In the reports of this period the financial difficulty is uppermost. The library in order to reduce expenses and to secure more room developed the traveling habit. In June 1894 it took up quarters in the Collins Block and two years later moved to the Rialto (the building on Second Avenue now occupied by Frederick & Nelson). In the meantime librarians had come and gone. Mr. John D. Atkinson followed Mr. Snoke in 1893 after a short interregnum, and in 1895 he was in turn succeeded by one whose faithful and energetic service during his twelve years of office was to give the institution high standing not only in the community but among libraries generally—Mr. Charles Wesley Smith.

Financial difficulties were all the while becoming more insistent until in 1895, toward the end of Mr. Atkinson's term, the library had to choose between operating upon a subscription basis or temporarily closing its doors. The former alternative was adopted and for a short period borrowers were charged ten cents per month for library privileges. These membership fees brought in only a little over eleven hundred dollars and circulation fell off so rapidly that early the next year, as before stated, the library moved uptown to the Rialto, where the saving in rent permitted the abolishment of all membership charges.

The year 1896 is notable in several respects. This year the library adopted the "open-shelf" policy, that is, in place of presenting requests for books at the counter the public was given free access to the book collection to sample and select volumes for borrowing. Such practice is almost universal now, but it was not so then. Also, though there was no children's librarian, the books for children were given a separate room. The bindery was established in August of that year, and the library commenced publishing a monthly bulletin of new books which is now discontinued. But the fundamental change was brought about by the adoption of a new city charter which made the library a one-man concern. That man, contrary to his expressed wishes, was the librarian. The former library commission was abolished and a new one created, to which no women were appointed; its power was limited to the sole function of submitting advice to the librarian or to the city council. This condition prevailed until the charter amendment of 1902 gave the commission its old powers, increased its membership to seven, and rechristened it the "Library Board."

There is little to record during the next three years. Following its established custom the library moved again in 1898, this time to the Yesler mansion where the new King County Court House now stands. The site occupied an entire city block and the forty-room building was probably one of the finest residences in the state. There was room for expansion here and for the first time the circulation and reference appear as separately organized departments. The librarian in his annual report of 1899 congratulates all concerned on the new quarters secured. The fact that the Yesler mansion was built almost entirely of wood does not seem at the time to have excited any special apprehension.

In the history of institutions there is little of the dramatic element which occasionally gives such absorbing interest to the life chronicles of individuals. Public libraries do not go forth seeking adventure, but on the night of January 1, 1901, adventure came to the Seattle library. The building with most of its contents was destroyed by fire, and the work of ten years went up in flames and smoke. Fortunately there was time before the fire gained great headway to save the library records. By a miracle the children's room was spared, and the 2000 volumes it contained with the 5000 out in circulation were almost the entire salvage from a collection of 25,000 volumes. What little library was left established itself temporarily in the Yesler barn.

The catastrophe was big enough to make a good newspaper story; perhaps in this way even Mr. Andrew Carnegie would have heard about it; but the editor of a local paper took no chances. He telegraphed Mr. Carnegie to this effect:

"Seattle Public Library and its building totally destroyed by fire this morning. City authorities willing to purchase site and guarantee \$50,000 annually for maintenance. Can you give Seattle a library building?"

During the next few days the wires were kept busy and the newspapers of January 6th were able to announce a gift of \$200,000 for the building of a public library. Five years, however, were to elapse before the Carnegie gold was finally transmuted into the sandstone edifice with which Seattle people are now familiar.

The project of a new home for the library, even after the financial problem had apparently been settled, presented many difficulties. The question of location was very perplexing as it must always be in any widely scattered and rapidly growing community. The site finally selected is the entire block bounded by Madison and Spring streets, and Fourth and Fifth avenues. This tract was purchased by the city at a cost of \$100,000. For building plans a competition was held and thirty designs in all were submitted by local and eastern architects. The design submitted by Mr. P. J. Weber, of Chicago, was selected in August, 1903, but the commencement of actual construction was deferred until the spring of 1905. Before that date, however, money troubles had again appeared. The original designs could not be executed without exceeding the donation. By close figuring and cutting out certain non-essentials the cost was reduced to slightly less than \$200,000, but there was nothing left for furnishings. It was proposed to approach Mr. Carnegie once more in this matter, but he, worn out perhaps by the importunities of American library promoters, had fled to Europe. The Library Board would not be balked by this circumstance. One of its members volunteered to follow the Scottish laird to his highland fastness. So it happened that at a railway station near Skibo Castle in the summer of 1904, Mr. Carnegie again saved the day for the Seattle Public Library by an additional gift of \$20,000. On December 19, 1906, with elaborate ceremonies the new library building was dedicated.

During the five years from 1901 to 1906 the library had occupied the old Territorial University building. Though this structure had what we of the Far West should consider an historical atmosphere, there was little else to recommend it from the library's standpoint. In the new quarters there was necessary room for expansion and for the organization of such special departments as are necessary to the efficient operation of a large library. The reference department had been organized back in 1899, and a children's librarian arrived upon the scene four years later. In 1904 an elaborate plan for twelve departments was devised but it took several years to put the actual organization into effect. Meantime the direction of the library had changed hands. In 1907 Mr. Smith was succeeded by Judson T. Jennings, the present librarian. The periodical division was established in 1906, the art division in 1907, and technology in 1912, though specialization in the field of technical literature had begun several years earlier. The organization chart on page twelve of this report shows all departments and divisions as operating in 1915.

By the year 1908 the library had set its house in order and was able to deal with the problem of library extension. Residents in the outskirts of the city had long been clamoring for better library facilities. As a palliative measure several reading rooms with small loan collections had been established in rented quarters in various locations—Fremont in 1903, Green Lake 1905, University 1906. In 1908 Mr. Carnegie was induced to donate \$105,000 for permanent branch libraries in the Green Lake, University, and West Seattle districts, the building sites being provided by the residents of each locality. All these were completed and opened during the summer of 1910. The public library of Ballard, a Carnegie building, had been acquired by the annexation of that city to Seattle in 1907. Mr. Carnegie increased our debt of gratitude by further donations for branch buildings in 1911 of \$70,000. This fund has gone into the construction of the Queen Anne and Columbia branches. The former was thrown open to the public on the first day of 1914; the latter on December 30, 1915. The only branch built thus far from city funds exclusively is the Henry L. Yesler Memorial. Back in the beginning we mentioned the lot given by Mr. Yesler to the Ladies' Library Association. This property descended in due course to the Seattle Public Library but it was never used for library purposes because, though located in the heart of the city, it was too small. By an arrangement with the Yesler trustees and the city government, the lot, a triangle formed by street intersections, was turned over to the city for park purposes and a site still on Yesler Way though more than a mile distant was selected to perpetuate the name and the generous intent of one of the most public-spirited citizens Seattle ever had.

In this short sketch we have attempted to give the outstanding facts in the history of the Seattle Public Library during the first twenty-five years of its existence. The days of its restless, wandering youth are past, it has been through flames and come out stronger than before. What will the future bring? More branch libraries, greater buildings, more books, an extension of library facilities in directions as yet uncharted—all these will come. / But buildings, and books, and branches, though they are the substantial, tangible things, are not and should not be our sole consideration. The important thing in a library or any other public institution is the degree to which it grasps the ideal of public service. What we ourselves are principally interested in is the quality of library service. Many of the following pages therefore are devoted to this subject.

Complete list of Library Trustees

C. M. Sheafe 1890	Julius A. Stratton 1898-1907; 1914-
Mrs. A. B. Stewart 1890-91	Harry A. Chadwick 1899-1900
R. C. Washburn 1890-92	G. A. C. Rochester 1900-12
John E. Ayer 1890-92	J. P. D. Llwyd 1900-07
Mrs. J. C. Haines 1890-96	W. A. Major 1902-07
Eben Smith 1891-95	J. H. Lyons 1902-08
Mrs. Frank N. Wilcox 1892-94	Sidney S. Elder 1902-09
Junius Rochester 1892-94	George E. Wright 1907-14
David Ferguson 1893	James Murphy 1907-11
Thomas B. Hardin 1893-1900	Frederick M. Padelford 1907-13
Mrs. M. F. Backus 1894-96	Andrew Weber 1907-08
A. B. Kibbe 1894-96	Samuel Morrison 1908-13
George Donworth 1896	Daniel B. Trefethen 1908-
David C. Garrett 1896-97	Jacob Schaefer 1909-13
Alexander F. McEwan 1896-98	John W. Efaw 1911-
Charles A. Taylor 1896-1900	Adele M. Fielde 1912-14
Charles E. Shepard 1896-99; 1901-07	Oliver H. P. La Farge 1913-
Edwin Craven 1897	J. Allen Smith 1913-
Robert H. Lindsay 1897-1901	Samuel Koch 1913-

Mrs. W. A. Burleigh 1914-

FIVE YEARS' GROWTH

CIRCULATION

1910- 649,611		GAIN
1915- 1,395,239		114%

VOLUMES

1910- 128,309		
1915- 254,636		98%

BORROWERS

1910- 41,963		
1915- 66,186		57%

POPULATION

1910- 237,194		
1915- 330,834		39%

APPROPRIATION

1910- 139,525		
1915- 170,490		22%

Library Organization

How is the public library administered? Of what does the machinery consist? Some of our readers may be interested in answers to these questions.

The library is governed by a board of seven trustees appointed by the mayor, one member each year for a seven-year term. The librarian, who is appointed by the trustees, serves as secretary and executive officer for the Board, and under its direction is manager of the library's activities.

Subordinate positions are filled in accordance with rules adopted by the Board and outlined in its "Scheme of library service." Positions in the library service are divided into two groups, A and B.

Group A includes all positions where the assistant works directly with books or with readers and for which training or experience in library work is desirable. To be eligible for appointment in Group A, candidates must have had at least two years' successful experience in a well-conducted library, or have satisfactorily completed at least one year of study in a library training school of good standing.

Group B includes all other positions, such as engineers, watchmen, janitors, and pages.

Candidates for positions in either group are required to fill out printed application blanks, stating their education, experience, references, etc. The file of these applications constitutes the list from which assistants are selected.

The organization of the work within the library is shown in the chart on page twelve. The total number of employes is 132, the number assigned to each department being shown on the chart.

We are frequently asked why one needs training for library work. The average citizen does not realize that the rapid increase in number and size of libraries, as well as radical changes in their character and ideals, has brought problems that require the successful librarian or library assistant to be a specialist in her work. Education and special training are becoming as necessary for librarians as for teachers or members of any other profession or calling. The day is past when it was considered self-evident that the broken-down clergyman or teacher would necessarily make a good librarian. The president of the American Library Association has stated the matter well in the following words:

"Why should one need training in order to fill a position in a library? What is there to do that requires training? What do you do at a library school or, what do you find to do in a library when there isn't a crowd of people to be waited on? These are questions that are put every day to librarians, to library commissions, to the faculties of library schools, and to library students.

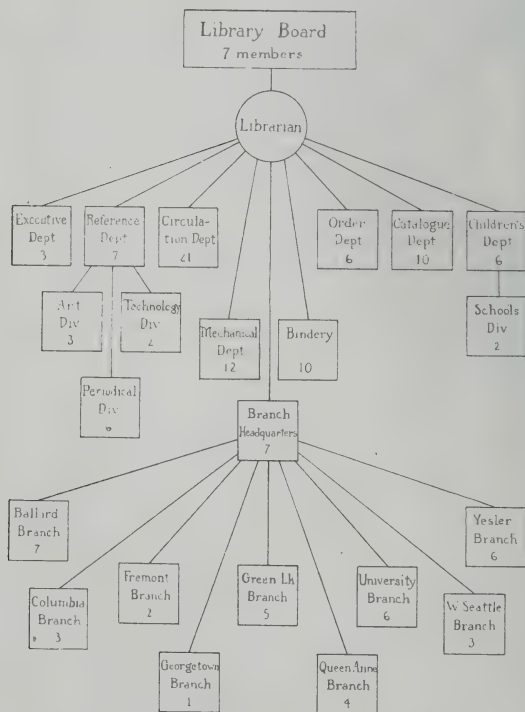
"While the most necessary preparation for librarianship, as for other professions, is a good general education, and the most necessary natural qualification is common sense, there is a technical side in the work of every institution for the mastery of which neither a general education nor common sense is sufficient equipment.

"There are records to be kept, methods to be devised or learned, small, daily needs to be met by devices of one kind or another, books to be selected and bought and made useful; rules to be considered, ways of attracting and holding readers, ways of raising money, of securing help; buildings and equipment to study,—indeed, there are more subjects of study and consideration than could easily be enumerated.

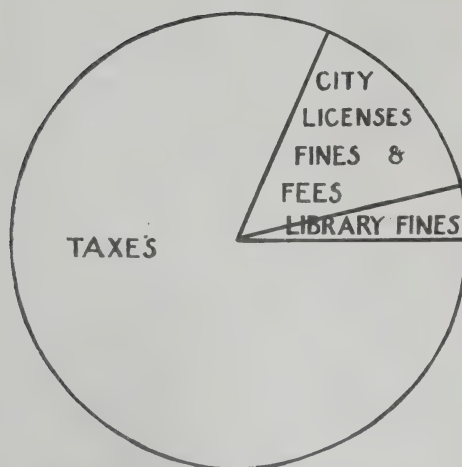
"Only a few years ago, librarians were obliged, each to work out his own solution of every problem, for want of any recognized authority in such matters or any general consensus of opinion among them. While it was possible in those days to do the work in this way, it still meant great waste of energy and duplication of work; and in these days, with libraries springing up like mushrooms, and librarians confronting problems and situations hardly imagined in the earlier time, it would be next to impossible for their work to be done economically and otherwise satisfactorily, if there were not some recognized sources of instruction to give approximate uniformity of methods, to inculcate the best aims and impart a desirable spirit to the workers, and to present to them in concise form the accepted principles of the profession."

LIBRARY ORGANIZATION CHART

(Figures indicate number of employees)



SOURCES OF LIBRARY INCOME 1915



The public library holds no brief for any *ism*, but after all, what is the institution itself but a particularly good example of applied socialism? It represents government ownership of the book shelf, for the library is supported entirely by the people of Seattle for their own welfare and use. It is our common property in books. For its operating expenses it is dependent solely on the annual library appropriation made by the City Council. The library fund is derived from three sources: (1) the petty collections at the library, consisting chiefly of fines for overdue books and amounting to the surprising sum of \$5553.31 last year; (2) 10% of the city's receipts from licenses, fines, and fees, totalling \$21,531.55 last year (before the state went "dry" the library's portion of licenses was about \$45,000); and (3) a tax levy of \$115,197.73 for 1915. These three items, amounting to \$142,282.58, constituted the actual receipts from the city last year for the operation of the library.

The actual cost of maintenance, in taxes, is about 35 cents per capita of population: stated in other words it may be said that out of every dollar paid in taxes the library receives one and one third cents. This expenditure gives Seattle residents access to a library of 255,000 volumes, whereas if there were no such co-operation (no public library) and each resident bought his own books, with the

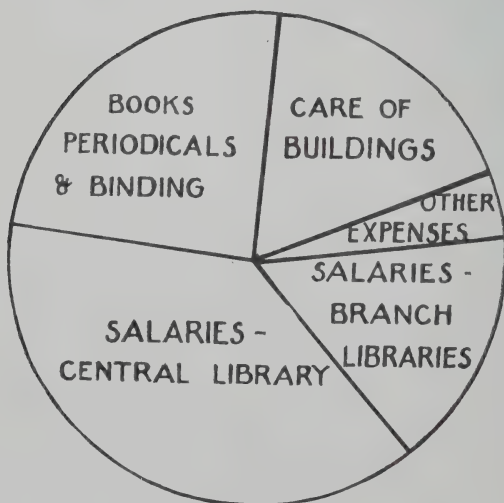
same sum he now pays he could buy one book every three or four years.

What have we done with the talents entrusted to our care? Where has the money gone? What have we to show for it? The answers to these questions would constitute a proper accounting for expenditures.

For reading matter and its binding the expenditure last year was \$40,301.06, this amount covering the purchase of 29,160 volumes, the binding or rebinding of 22,130 books in the library bindery, and the cost of subscribing to 1154 periodicals, magazines, and newspapers. For the care and upkeep of its various buildings, the cost was \$27,439.74. This includes the wages of 2 engineers, 2 watchmen, 1 elevator man, 10 janitors, and 5 cleaners, as well as building supplies, repairs, gardening, rent, fuel, light, power, water, and insurance. For the salaries of librarians, assistants, and pages (119 people), the cost was \$86,145.89; for stationery, printing, and library supplies, \$3,713.09. Furniture, fixtures, and fittings for its 10 buildings cost last year \$509.34. Other expenses amounted to \$559.36, making a total operating expenditure last year of \$158,668.48.

The library now owns seven branch library buildings in addition

LIBRARY EXPENDITURES 1915

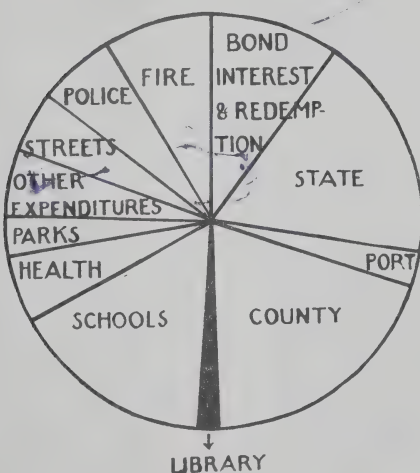


to its central library. These eight properties are estimated as worth \$1,173,000. Their actual cost to the city of Seattle was approximately \$375,000. The furniture and equipment owned by the library is inventoried at \$75,000. Its collection of books and periodicals with their catalogues has a value of approximately \$315,000. All these things together make a plant valued at \$1,563,000.

In addition to the annual appropriations from the city the library has received donations for building construction amounting to \$410,000 from the Carnegie fund.

If the returns from the total investment and the interest on the annual appropriation could be shown in dollars and cents, the problem of stating them would be easy. Returns from money spent on libraries, however, are probably even more intangible than returns from money spent on schools. So far as they can be stated numerically we can say that the library lent last year 1,395,239 volumes to 66,186 registered borrowers; that in addition to those who borrowed books for reading at home, the libraries had over a million visits from those who did their reading in the library buildings. In addition to these we answered many thousands of inquiries that came by mail and telephone.

HOW THE TAX DOLLAR WAS DIVIDED 1915



How books are selected

In theory it may seem an easy matter to select the books for a library collection. Given the money and the books the problem to many would appear very simple. But as a matter of fact it is one of great complexity. In the first place no library ever had a sufficient book fund to meet its needs, and in the second, it is a self-evident fact that all books are not equally desirable for purchase.

The ideal of every library is to get a good working collection in which every field of thought and action is represented and every race, nationality, profession, trade, or local custom recognized; always with a due regard to proportion and balance in the collection. In an old established community this ideal is not so difficult to approach, but in a new, rapidly changing one like ours its attainment is a long way in the future. Even to approximate it requires much study of the community and of books. To mention just one phase of our community life which is reflected in our collection will give an idea of our study of its needs. The fact that our climate permits of outdoor sports throughout the year brings a great call for books upon such subjects, and a comparative study of libraries will show that we have an unusually large collection of this nature.

One of our greatest difficulties in the final choice of books lies in the fact that we are far from the centers of book production. In many eastern and middle western libraries each book is read on approval by some one capable of judging of its value to the library, those not desired being returned to the dealer. Out in the Far West we must depend, in large part, upon reviews and notices of books for our first knowledge of them. And no material of this nature is neglected. We read carefully our two library "tools," the American Library Association Booklist, and the Book Review Digest, which publish monthly descriptive lists of new books. We also make use of lists published by other libraries, and of publishers' notices, though the latter, necessarily colored by their commercial basis, can not be depended upon to determine the fitness of the book for the library shelves.

Our chief dependence, however, is placed upon book reviews appearing in the better magazines. Some of these like the Nation, Dial, Spectator, and others of equal merit are recognized as standard authorities in book reviewing. These magazines are assigned to different members of our library staff, and from the reviews, excerpts, giving an estimate of the book, are taken on cards, together with all data necessary to locate the complete review if we wish to refer to it later. These cards are then used as a basis of choice by the heads of the departments concerned with book selection. After serving this purpose they are kept in an alphabetic file, where they serve as a permanent record for future consultation.

This, in brief, is the method for everything but the selection of the fiction. In the latter class of books even the best reviewers can not be depended upon to determine their fitness for library shelves. All books of fiction are obtained on approval and are read by some member of the staff whose training gives sufficient basis for judgment of the needs of the library. The selection of the fiction is perhaps the most difficult of all, for so much is published which is false in its standards and untrue to life, or is over-sentimental or immoral, that careful reading is necessary to keep the choice on even a fair basis. We attempt to keep our standard high, but do not hesitate to confess that we often fall below it.

This brief statement of one of the most important phases of our work will give some idea of the care used in the selection of books, and will also

explain why we can not have all of the new books upon our shelves as soon as they are published.

How Books are Bought

While we cannot boast that our books are "made in Seattle," we may say that they are bought in Seattle, for, in so far as is consistent with the best interests of the library, it is our fixed policy to patronize local book-sellers. We have, first of all, to buy books cheaply; second, to secure them quickly. The first necessity is usually met, but the second is far more difficult here in Seattle, and has resulted in the placing of many orders in Chicago, New York, and London. The reason for this is that our local dealers, unfortunately for us and for the public, do not carry large stocks of those technical and unusual books the possession of which gives the library its chief value to many readers and borrowers.

When we speak of buying books cheaply we do not mean that it is our policy to buy cheap books. We try to secure well printed books with clear type, strong and attractive bindings, and as good paper as the publishers supply.

As guides to library book buying the following "don'ts" have been suggested:

- Don't buy limited editions or editions de luxe
- Don't buy subscription books as issued
- Don't buy of book agents.

These warnings should apply almost as well to the ordinary home library as to the public institution. The so-called "limited" and editions "de luxe" are rarely worth the extra price, so we buy them second-hand or not at all. Subscription books are likewise under the ban, except absolutely standard encyclopedias which we must have as soon as issued; otherwise by deferring purchase for a year or more we are generally able to buy the same editions at greatly reduced prices. Book agents have such a persuasive way with them that it is most difficult to withstand their wiles—nearly impossible to a novice in buying—but since it is our business to get as much as possible for as little as possible we steel our hearts and wait for second-hand bargains.

As a government depository the library receives a constant stream of public documents from Washington. To supplement these with state and municipal publications we have become practised and merciless beggars, and the documents of foreign governments also are sought out from the four corners of the earth. Whenever it would appear impossible to secure desirable material by a policy of artful asking we use a system of exchanges with other institutions.

During 1915 the library purchased 27,745 volumes at an average cost of 94 cents each; and for the same period the total received by gift and exchange amounted to more than 15,000 books and pamphlets.

A library is not usually regarded as a business institution; yet the keeping of complete and accurate records of transactions involving annually the purchase or request of many thousand items, each a problem in itself, requires an order department with an efficient business organization.

How books are prepared for use

From the many thousands of books published each year it is the task of the library not only to choose those which will satisfy the varying tastes and needs of our readers, but these chosen books must be prepared for use and each one must be given a place in the library collections where others on the same subject or of the same general character may be found. An institution that handles volumes by the thousand must treat them systematically to insure efficient use.

Many things are done to the individual book before it is considered ready for circulation. Each volume is first given a serial or accession number and is stamped with the name of the department or branch to which it is to go, in order that the number of volumes added to the library during the month or year can be known and that books shall reach their destination. Then, because books deal with every subject under the sun, they must be examined carefully to determine what they are all about; titles are most misleading, "Black diamonds" is not a book dealing with precious stones, but is an account of the slaves of the South, nor does "Kings, queens, and pawns" tell how to play chess, but rather does it tell of the European war.

So when the real subject of the book is determined, a classification number is given the book and this number, together with the author mark, constitutes what we term the "call number." This call number appears on the book itself, on the catalogue cards, and on the charging card. It is what might be termed the library nickname for that particular book, every book in the library having a different nickname. This number is used when asking for a book and it indicates the location of the book on the shelves. But it isn't sufficient merely to assign a number and then send the book hastily to its proper niche. Some record of each book must be made for the use of the public and also for the assistant, for even though the assistant may have a marvelous memory, she can not remember every book, when approximately 350 new titles are received each month. Hence the need of a catalogue that will show in a simple and convenient fashion all the resources of the library.

A card catalogue is to many people a fearful and wonderful thing. They can use a dictionary, a telephone book, or a city directory, but stand helpless before a case full of little oak trays, each tray filled with little white cards. It is not difficult, however, to use a card catalogue if you will remember two things: the trays are arranged in order just like the pages in the telephone book and the cards or entries in the tray are also arranged alphabetically like the entries on a page of the telephone book.

If the library book collection remained stationary, it would be feasible to print the library catalogue in book form, but as titles are added every week or every day, a catalogue in card form is the only kind that can be kept up to date.

The only complete card catalogue of the Seattle library is kept in the reference room, but in addition to this there are special catalogues in the circulation department, in the art and technology room, in the children's room, and in each of the nine branch libraries, a total of about 1,000,000 cards in about 1,400 trays.

Then too, we have a separate card catalogue of the books in the Library of Congress at Washington. This includes about 800,000 cards, in 800 trays. The cards are printed and donated by the Library of Congress and are very useful for bibliographical purposes and reference work. In cases of urgent need the Library of Congress generously lends certain of its books to other libraries.

We have already compared the catalogue to a dictionary, and in fact the form that we use is called the dictionary catalogue, this name arising from the fact that author cards, subject cards, and title cards are arranged in one straight alphabet.

For every book added to the library the cataloguers make at least two cards, for some books three or more. The principal card, or what we term the main entry, is filed under the surname of the author. This card gives first the author's name in full, followed by the title, the publisher, the date of publication, the number of pages or volumes, and abbreviations indicating whether the book is illustrated, has maps, portraits, or diagrams. Notes are given if necessary to explain anything peculiar or interesting in regard to it—that it belongs to a special series of publications, that it is a sequel to some other book, or was once published under another title, etc. Then a list of contents is usually given if it should happen to be a book of short stories, plays, biographical sketches, or essays.

A second card is made for the subject of the book. On this card the name of the subject appears at the top while the author and title take secondary places below. A third card is often made to be filed under the title, especially for novels, dramas, poems, or books with titles in any way striking.

These are the three principal kinds of entries. The cards when typed are gathered together, arranged in one alphabet, and filed in the catalogue trays. The catalogues tell what the library contains—author's works, titles, and subjects—and the call number in the left margin of each card indicates where the desired book can be found.

So in many cases it is a minutely examined book that is sent along successively, to the bindery to have the call number printed on its back, to the order department where the book pocket and date slip are pasted in, and then to the "new book shelf" where it makes its first bow to the reading public.

How Books are Bound

"If you want a thing well done, do it yourself." The library bindery was founded on a proverb, and each new lot of "bindery books" which comes back to the shelves after a brief absence gives us fresh evidence that at least one old saying is still in good working order.

Books are wonderfully cheap these days—too cheap some think—but not everybody realizes that cheapness has been secured very largely at the expense of durability. We have in the library a volume printed and bound in 1657 which shows no trace of having been repaired yet is in as good condition now, for all practical purposes, as ever it was. In the olden time books were built to last; now they are built to sell. This change makes a big difference to public libraries. It means that most of the new books after circulating eight or ten times come back to us in such a condition of dilapidation that they must either be repaired at once, or altogether rebound. Occasionally this is necessary when the volume has been out only three or four times.

Books are like people in that age often shows itself first in the joints: the covers break loose from the volume. When trouble appears, if the book is still sound except for the joints, strips of cloth are pasted along the hinges of the covers and the major operation of rebinding or recasing is postponed. It comes sooner or later, however, to most volumes that are used to any extent.

In the process of rebinding, the book is taken all apart and built up from the beginning. The original sections are cleaned and reseeded with stronger thread than was originally used, or when the sections are torn, as they frequently are where the old threads passed through, the leaves are trimmed off at the back and collected into new sections before sewing. The strength of a book is in its back, so great care is taken to reinforce the back with the strongest yet most flexible materials. After this is done the original covers, if attractive and still whole, are attached in a more permanent manner than any commercial publisher uses. Where the old covers are replaced the job is called "recasing." But generally the covers are too far gone to use again and new ones must be made of heavy tar-board and the most durable buckram cloth we can buy. A book is said to be rebound when everything about it is new except the printed pages.

Some books are bound in leather instead of cloth, but leather is used less than formerly because, though often more attractive, it can not compete in point of durability with some of the buckrams which are manufactured especially for binders' use.

Not all the books in the library are covered with cloth or leather, nor are all of them sewed. Thousands of pamphlets and unbound books which are rather infrequently used, are placed in plain binder's board covers. These volumes could not be called beautiful, but the covers help to preserve them and that is the main consideration.

It seems to us that the quality of book paper deteriorates year by year. At least it is true that books often have to be discarded, when our bindings are still intact, because the leaves are worn, soiled, or torn beyond remedy.

Besides books rebound or mended, magazines bound, and pamphlets covered, the output of the library bindery includes many other things, in fact almost everything the library uses which is made of pasteboard, paper, stiff cloth or leather, such as boxes, blotter pads, tablets, magazine covers, etc. Some picture mounting is done, and maps are backed with cloth.

Occasionally we check up on the bindery product by comparing its cost with similar work done by commercial concerns in Seattle and elsewhere. Even allowing for certain overhead charges which are not usually figured in the bindery totals, we have invariably found that our saving each year amounts to several thousand dollars. Naturally it is a great convenience to have our repair shop so close at hand, to have our work done exactly as we want it, with the least possible delay.

The library bindery is a business organization employing ten skilled workers. Books bound during 1915 numbered 22,130 and the estimated value of the work was \$16,356.95. Other than binding, the miscellaneous services had an estimated value of \$3,010.40. Total \$19,367.35. The total actual cost of operation (not including rent, light, heat, etc.) was \$10,382.96. Few commercial enterprises of the kind show so large a profit.

How to Borrow Library Books.

Red tape in a public library is, in the general opinion, measured out too liberally. Yet if one stops to consider that a library is a business organization, which must be administered with close attention to detail, it will be clear that the amount of red tape is really small, and that all of it is vitally necessary in order to make the library a people's library in every sense of the word, with an equal distribution of its privileges to all.

In order to take books from the library a card must first be obtained at the registration desk. People sometimes wonder why we ask so many

questions before issuing the card. The reason is that, as in any business, we must have a correct record of those with whom we are dealing. Irregularities are bound to occur in serving 66,000 borrowers, and it is necessary at all times to be able to trace each person to whom a book has been lent in case his use of the library seems to be an infringement upon the rights of the others. The names of the two references which are required in order to obtain a card are for this purpose only. A person whose name is given as a reference is not a guarantor of character nor does he assume any responsibility for the card holder—he serves simply as further aid in locating delinquent borrowers whom it is impossible to trace in any other manner.

On going to the open-shelf room to obtain books, after the card is secured, the borrower will find that here, too, the rules are few and have their basis in the desire to make the use of the library as free as possible to all borrowers, while at the same time providing against an infringement of the rights of any one. Few libraries are as liberal as ours in the number of books permitted on one card, and very few, indeed, permit them to be kept for so long a time. For our ruling here is that as many as ten books may be taken at one time and these may be kept for a period of twenty-eight days. A few exceptions must be made to these rules in the case of the most popular books, of which we can not afford to buy a sufficient number of copies to meet the first demand. One of these exceptions is that only two of the ten books may be fiction, and that only one of these may be a new novel, which can be kept for seven days only. This ruling, it is clear, makes a comparatively small supply of books meet the needs of a great many people. Some of the very popular non-fiction is also subject to restriction in that it may be kept only two weeks, but as soon as the greatest demand for it ceases it is again put upon the twenty-eight-day list. Additional privileges are granted in the form of reserving books that the borrower may not find on the shelves. A penny is paid for a postal card, which is sent to the borrower when the book comes back to the library, notifying him that it will then be held for him for three days.

Investigation of other restrictions connected with the loan of library books can not help but convince the most incredulous borrower that the policy of the library is to have but few rules, to have these only the absolutely essential ones, and then to enforce them in order that no special privileges be granted to any one, thus making it a library for the people in every sense of the word.

Seeing the Library

Often on warm summer afternoons we see a swarm of them, the "personally conducted, seeing Seattle." They alight from huge motor busses and scamper up the stairs, through the swinging doors, into the main lobby, a huddle of driven and somewhat excited humanity anxious that nothing visible to the naked eye shall remain unseen. From their conductor in a hoarse whisper we hear something like this: "Seattle Public Library—Gift of Andrew Carnegie—Built in 1906—Cost \$350,000—Contains 250,000 books—Circulation room to the right—Reference to the left—Elevator this way—Top floor lobby used for special exhibits—Alaska paintings now on view—Art and technology room to left—Periodical room to right—Teachers' room ahead—Anyone wishing to inspect the newspaper and children's rooms on the ground floor may do so—Mezzanine floor contains library offices—Our car will start in five minutes." There is a brief scurry through the corridors, a rush for the stairs or the elevator, a few frantic toots from a horn, and they are gone.

They have "seen" the library. And we wonder, when comparative quiet

is once again restored, just what they have seen and what sort of impression they carry away with them; because, superficially at least, one American public library is much like the rest, and it is only by intimate acquaintance that the real working value of this or of any other institution can be accurately determined.

Now of course, much as we should like to do so, we can not "see ourselves as others see us." The megaphone-man was substantially correct in his statements, and the most we can do here is to go over the same ground and supply certain particulars he omitted.

On the main floor is the open-shelf room, frequently designated among library patrons as "the place where you draw books out." Here fiction readers congregate and here more serious-minded people find books on philosophy, religion, social problems, the languages, general literature, history, travel, biography, and all other subjects excepting fine arts, music, and what we call "technology", or useful arts. Any volumes in this section may be lent to those who hold library cards. It would take a thousand years to read them all, but fortunately nobody wants to do that.

Conditions are quite different over in the reference room across the lobby. The books in this department may not be taken from the library building. A large part of them are dictionaries, encyclopedias, atlases, bibliographies, and similar works to which popular tradition ascribes weight, solidity, and excessive dullness. They are, however, the substantial men of the book community, not the sort one would like for constant companions, not the kind to take home for a pleasant evening, but very dependable and useful in emergencies, not so much for themselves as for their advice. Besides its collection of typical reference books this room contains the complete works of many standard authors, and miscellaneous volumes, the titles which are in such constant demand in the circulation department that often they can not be found in the loan collections. The principal map collection is here—railway, land, and road maps of all the states and many counties, charts for navigators, and street maps of the principal cities.

The overflow of both reference and circulation books is cared for in the book stack, a rectangular seven-storied, tower-like structure at the rear of the building which is entered from any floor of the library. The stack has a capacity of 200,000 volumes. Here are the bound magazines, 12,000 volumes strong, some running back for more than a century, and most of them indexed down to date in some compilation like the Reader's Guide which may be found in the reference room. Another impressive stack collection is made up of government documents, national, state, municipal, and foreign. These publications have an evil reputation among students and amateur investigators, but like many other kinds of "bad characters" close acquaintance brings out various redeeming qualities, and on the whole we find them quite indispensable when certain unusual facts or figures are required. Passing through the stack there will be noticed many boxes on the shelves with the books. These are for pamphlets of which we receive several thousand each year. Sometimes pamphlets are called "shirt-sleeve" literature, both because of their undressed condition and because they contain rough and ready, up-to-the-minute information which can not be found in books.

The teachers' room, as before stated, is on the top floor, as are also the art and technology rooms, all of these divisions serving special classes of library patrons. The art and technology divisions contain reference and circulating material within their special fields, and the art collection has music and mounted pictures for circulation as well as books and magazines on painting, sculpture, architecture, house planning, etc.

The technology division has charge of the literature on science, all branches of engineering and technical trades, manufacturing, agriculture, home economics, and business, including such topics as advertising and salesmanship.

Current magazines are to be found in the periodical room on this floor, about 450 of them. Some of the more popular ones are for circulation and may be drawn out on cards just the same as books.

The ground floor of the library consists, so far as the public is concerned, of a long corridor with the children's room at one end and the newspaper room at the other. In the latter place are found the current newspapers of the larger cities all over the country, with many local papers from towns in Washington and Alaska. There are also bound files of Seattle papers running back for years and a complete file of the New York Tribune. Other equally famous journals cover only the more recent years. Among these may be mentioned the New York Times, of which a printed index in the reference room makes available all important events during the years 1913 to date.

The children's room is one of the busiest places in the library after school hours. It contains about 13,000 carefully selected volumes—an attractive place, gay with color prints and picture posters. Connected with this room is a smaller one where the story-tellers at proper intervals materialize heroes of Greek mythology and medieval legend before fascinated audiences of youngsters.

The public library has necessarily a rather intricate arrangement of books and other printed things. We have not described everything it contains for, after all, the important thing is not what the library has, but what it does. The proof of the library is in the using.

Library Service to the General Reader

In this golden age of the specialist it is not surprising to find that the library has in a measure followed the course of the industrial plant and the farm and the university. In spite of specialization, however, the public library realizes that the majority of its readers have not and probably never will have a dominating interest in any special literature. The general readers are always with us, and the open shelf, reference, and periodical rooms are their rallying places.

The open shelf room contains about 20,000 volumes so placed that anyone who delights in "browsing" may wander among them at his pleasure. If he wishes help in finding books upon particular subjects trained assistants are ready, thirteen hours every week day, and for a shorter period on Sunday, to come to his aid. Their training is generally such that their assistance in this respect is most valuable, for the good library attendant is herself an insatiable general reader. Whether interest range from the philosophy of Thales to the latest word of Mrs. Charlotte Perkins Gilman, from Homer to Ella Wheeler Wilcox, from Demosthenes to Bryan, it is pretty likely that some member of the library staff has read rather widely over the field in question.

It should be remembered that the reading rooms contain only those books which are most regularly in demand, and that many thousand volumes are held in reserve. For lack of space it is a rare occurrence that all books, reference or circulating, on any given subject are located on the open shelf. The complete library catalogue in the reference room is the only safe guide; and if the desired volume is kept in what we call the "stack," application at the desk giving author and title or library number will bring the book to the reader.

In addition to the general collection material is frequently set aside on special shelves, designed to give the general reader more definite insight into the resources of the library. Special collections are made of new books, where will be found the latest publications on religion, philosophy, sociology, travel, literature and other lines of the more serious reading, while elsewhere are found the newest novels. In these collections timely interest often dictates selection. One shows books upon the European war, another displays a large assortment of recent verse, and still another is headed "As interesting as a novel". The last mentioned has been attracting so much attention that since all of it is circulating material it has been difficult to keep any books upon the shelf. One appreciative borrower returned one of these books a few days ago with a little note which read, "More interesting than any novel!"

For such readers as are bent solely on recreation, about four thousand of the twenty thousand books in the open shelf room consist of novels and stories. While these are all carefully selected individual tastes differ so that readers are not invariably pleased with the books they find. However, a relatively high standard in one respect or another is consistently maintained, and readers who dislike the shock of an antagonistic view of life can be safely guided through these shoals of fiction if they are able to state clearly what they like. To render assistance of this kind many lists have been compiled such as "Cheerful stories," "Ghost stories," "Sea stories," "Detective stories," etc., following lines along which there is a constant demand.

All in all we hope to have made clear the fact that to the general reader goes the lion's share of the library book fund and the major part of the time and attention of the librarian and his assistants. The specialist receives his due, but people who come to the library simply because they "like to read" are no less sure of welcome.

Library Service to Business Men

Speaking of preparedness—and everybody is these days—did you notice the kind of men President Wilson called to advise him in the present crisis—each one a specialist and an authority in his own line?

In certain respects individual problems and national are much alike. In a man's business the best way to meet a crisis is to foresee it and prepare. And the best way to prepare is to do what the President did—get expert advice.

To the ordinary business man, Edison, Maxim, and experts of their type are not personally accessible, but specialists of their caliber are available through the books they have written.

When Lord Bacon referred to libraries as "the shrines where all the relics of the ancient saints, full of virtue and that without delusion or imposture, are preserved and reposed," he was speaking of the institutions of his age. There are still, we hope, a few saints reposing upon our shelves, full of that ancient virtue which is the heritage of civilization; but there are also many volumes of a character quite unsaintly, designed to meet the hurried needs of the modern practical man of affairs.

This literature of the day's work is a new thing in the book world. An older generation did not have these compilations of ready, practical, accurate information relating to industry and to commerce. Some of the material is highly technical and it has grown so in range and in quantity that libraries

have been forced to open new departments and to employ specially trained assistants to care for certain collections and to help the public in using them.

This has been the case in Seattle. We have the departments, the assistants, and the books, pamphlets, magazines, newspapers, and other materials, arranged and indexed in such a manner that a vast amount of information on a thousand practical subjects is almost immediately available to any business man who is willing to state his problem and to do whatever reading his case may require. Extensive research is not always necessary; many inquiries are answered each day on the telephone where a mere fact or figure is wanted.

What is the last Census Bureau estimate of the population of Seattle?

What firms manufacture transparent envelopes?

How much wood pulp do we import from Canada?

Who is the cashier of the First Bank of Valdez?

Questions of this kind can be answered in a minute or two by telephone while the inquirer holds the line. But there are others not so simple:

Where are the kelp beds of Puget Sound, and what are the methods of kelp utilization?

Names and addresses of all commercial organizations in Washington.

What is the best way to file trade catalogues?

How much sulphuric acid is produced in the United States? What are the methods of manufacture and cost of production?

These subjects and many others are in a different class. They require some research and, on the part of the investigator, some time spent at the library. Whether a business man will make this investment of time and effort depends very largely on his idea of the value of printed information, and this in turn depends upon whether he realizes that the world of business is not what it used to be.

We do not hold that individual shrewdness, initiative, self-reliance, or close contact with the job are less essential to success now than formerly. What we do believe is that modern business practice is coming to rest more and more upon a broad basis of scientific fact and tested principle; that no man is so big nor any job so small that some help can not be found in print.

Library Service to Engineers

The history of the Puget Sound country seen from one angle appears as one long battle against the wilderness. The struggle still goes on because the wilderness is still with us. Pushed out a little way beyond our city boundaries, routed from certain fertile valleys, cut by railroads here and there and by a few splendid highways; so stupendous has been the task that even now after seventy years of settlement it is still only partially subdued. And the guiding genius in this long fight is now, as formerly, the engineer. Our present struggle is not only for more perfect means of communication and transport, but also for the development of great natural resources, the clearing of vast stretches of timbered and logged-off lands, the harnessing of water powers, the uncovering of mineral deposits, the conversion and utilization of many kinds of natural wealth.

A public library has no place on the firing line in this fight, but from its own vantage point, somewhere in the safety zone, it may furnish ammunition. It supplies information to those who, preceding action, realize the value of exact knowledge of the problems to be attacked. For this struggle

demands of the victor nothing less than Teutonic efficiency, and the conservation of every form of energy.

The idea of the conservation of energy appeals to the engineer, though sometimes he fails to realize that the highest type of energy is the energy of the human mind. Often he does not perceive that this mental energy must be conserved by building upon foundations already laid, upon results accomplished by others which in most cases can be made known to him only through the printed page.

Efficiency is another term prominent in the vocabulary of the present-day engineer, and to him it has a more vital significance than to the men of most other professions. To secure it in his own work, an up-to-date knowledge of engineering books, and particularly of engineering periodicals, is essential. He knows that without this knowledge he is likely to waste time and money for himself and his client in discovering facts which have already been discovered, or in perfecting apparatus which has already been perfected.

The technology collection at the public library has its chief value to him as a laboriously accumulated and costly record of engineering experience past and present. No single man in his profession could or should attempt to build up for his own personal use a collection equal to such as the library maintains, for there are certain things which the community can do for the individual better than the individual can do for himself. Looking at it in this way the library is simply another kind of public utility, a free utility which gives special service to certain classes of men.

Library Service to Artists and Architects

"Art is a luxury for the rich, a necessity for the poor," said Thomas Nelson Page. It is taken for granted by many people that beautiful things are available only to the well-to-do and that wealth necessarily brings beautiful things. There could be no greater fallacy than this. Hundreds of homes, expensive but tawdry, refute this argument by their ugliness. Beautiful homes and a beautiful city can only be had when we learn to distinguish the beautiful from the ugly.

The public library through its art department is doing much for artists, architects and designers but its main work is to meet the needs of the people in general who have a desire for things beautiful.

We have the home-maker looking for house plans, books on furniture, and ideas for garden planting, the club woman pursuing art in all its forms, the high school girl preparing an oration on "The influence of art" or the university student studying a problem in architecture or design. The children in the grades come for a description of some well known painting or to find a picture of the Parthenon or the Colosseum; one small boy, with youthful assurance, demands information about the artist "Jenny Wrenny," and it takes some stretch of the imagination to realize that he has been studying the "Aurora" and wants to find out something about the painter Guido Reni.

It is a question whether the work with the community is more important than that with the individual, but in this too we have a share, as the use of books on city plans, art commissions, and kindred subjects will show. Then, too, the newspapers often need portraits of public men or noted buildings, brought into prominence by some recent event. This does not give an adequate idea of the scope of the work but may suggest some of the problems presented.

To consider the problem of the home maker. He wants house plans.

He is a man of moderate means and inexpensive tastes. The book of plans presented to the library by some enterprising firm of "home builders," who realize the advertising value of library shelves, makes a strong appeal. Some of the plans, small as to size, moderate as to cost, and giving, in some instances, local prices (more or less accurate), seem a boon, to the unwary. But why, when there are good books by Embury, Stickley, Saylor, Osborne, and others, should we present to those who trust us, "bungalows" with amazing chimneys, quaintly placed windows, and startling stone pillars, all, perhaps, "set off" by an Italian pergola? We could suggest that it is just as easy to adapt a well designed plan, perhaps a little larger than is needed, as to adapt a smaller plan with bad architectural features.

Workers in the shops where good designs are especially needed, as for jewelry, sign painting, book making and furniture find material here, and interior decorators and mural painters have found suggestions that have been useful in decorating many local restaurants and tea rooms. Poster designs are much sought after and find ready circulation.

For students in the many branches of art work, there are, in addition to the books, small collections of engravings, Japanese prints and Holbein drawings that may be consulted in the Art room, and a collection of more than 7,000 pictures of architecture, sculpture and painting, which may be taken out for home use. Among the circulating pictures will be found many sets of stereoscopic views of the United States and foreign countries. A reference collection is kept of historic views of Seattle, showing the development of the city from a small saw-mill town.

On a bulletin board in the Art room may be found art and music notes of interest, and notices of local exhibitions are given a prominent place.



Columbia Branch Library—Opened December, 1915

Library Service to Artisans

"I'm up against it. Can you tell me how to remove an acid stain from a hardwood floor that has three coats of polish? The job has to be finished tomorrow. I must remove the stain and repolish the spots to match the rest of the floor." This was an actual question recently put to the technology librarian by a workman with paint on his hands and a worried look on his face. In answer the librarian handed him a book entitled "One thousand more paint questions answered," and said, "You'll find what you want there, I think." The man barely glanced at it and said, "I have that book at home and it doesn't answer the question." The librarian took the book and looking in the index under the heading of "stains," found a reference that thoroughly solved the problem. The workman's disgust in finding that he had made an unnecessary trip was only exceeded by his delight in finding the method desired. However, while he was here, he might as well find out what other writers had said about it, so the best material relating to that subject was given him. When he left he was somewhat of an authority on floor stains and will probably gain a reputation that will have its effect on his business.

The skilled workman who will visit the technology room and examine the books and magazines on the various trades can not fail to discover things that will materially help him in his work.

These are a few of the questions that have been asked recently:

What is the best process of brazing?
How is brass annealed?
What is the best way to sharpen wood and metal cutting tools?
How are animal skins dyed and tanned?
How can names be etched on steel tools?
How are the various knots tied?
How can a luminous sign be made?
What are ways of jointing pipes?
How to read water, electric, and gas meters.
How is the horsepower of engines calculated?
What is the best way to make a mirror?
How to distinguish the positive wire from the negative.

The books in which the skilled worker is interested are to be had in the Technology room where a man with technical training is in charge. He has had much experience in dealing with the men who work at the various trades and will be glad to assist anyone who will make his wants known. There are so many ways of finding the desired information that it is usually best to ask for aid and not attempt to find it alone.

The carpenter who wants to know the various tricks of saw sharpening, the machinist who inquires as to the best speeds and combinations of gears, the steam engineer who wants to install and operate an oil burner under his boiler, the prospector who wants to learn practical methods of identifying minerals, the farmer who wants to know how to clear off land, the metal-worker who wants to find new methods of welding or of laying off patterns, the janitor who wants to get the latest and quickest way of cleaning, and the housewife who wants to take out the peach stains Johnny put on her tablecloth, should take advantage of the opportunity to be had in the technology department.

Practical efficiency in all industries, so much discussed at the present time, requires that a man study only the best literature relating to his trade, and since there is so much poor material on the market, it is important for the skilled workman to receive assistance in selection in order to get the best.

If you are looking for a way to go ahead in your work, it is worth your while at least to try the service which the library offers you free of charge.

Library Service to Musicians

You may not know that the library has a music collection. It contains at the present time 1444 scores, 49 having been added the past year. These include compositions for voice, piano, and other instruments. In addition to the scores there are books of musical biography, history, interpretation, theory, and technique. The day of the struggling musician who languished in his garret for want of the books and the music needed for his studies is happily past. Formerly only the individual of exceptional means could have at his command a collection of the size and scope freely offered by the library to its patrons today. In 1915 the library loaned from its music collection 10,844 pieces, a gain of 1897 over the previous year.

It is gratifying to know that the library is not only serving music students but also is of value to leaders in the profession. The instructors in the course of musical appreciation and the history of music at the University of Washington have made use of our collection and have expressed their approval of its selection. Many private teachers have found satisfactory material for their classes. Members of the Seattle Philharmonic Orchestra have made special use of the annotated programs of the Boston Symphony Orchestra and of the collection of "Miniature scores." An instance has come to our notice of the conducting of a symphony from one of these miniature scores, proving them to be of practical value to the performer as well as to the student.

A recent editorial in a Boston newspaper in commenting on the platitude that music is the one universal language, expresses the wish that universally less bad language were used in our concert rooms and opera houses. We believe our collection is tending to diminish the "bad language" in our community.



Interior Columbia Branch Library

The Good Citizen and the Library

I believe that eventually Seattle will be the best city on this planet to live in, the most prosperous, the best governed city, the cleanest, healthiest, most beautiful city. It is not all of these things now. But it is going to be. It is recognized as the healthiest city now: all else will come. I myself and the rest of us—all of us—are going to make it so, not by waiting for it to happen, not by dreaming about it, not by waiting for somebody else to come along and do something. We are going to help do it ourselves. Now!

This, we take it, is the creed of the good citizen, imaginary only in the sense that we have tried to put into words what the man himself probably never would express. The idea came to us from seeing him and his fellows at work and from helping them here at the library, for there is a closer connection between good citizenship and the public library than some people might suppose. The connection lies in this: that the library has for years been collecting, indexing, and making otherwise available a considerable mass of material relating to city government and city problems, the results of experiments in municipal improvement the world over, not mere theory (though there is plenty of that, and good theory too) but practical information, the record of things done, of success and of failure. Knowledge of all this should come before action.

That is what the library offers such citizens as take an intelligent interest in public affairs, who care to gather knowledge of municipal problems in season and out—those whom we call “good citizens.”

Upon matters of public policy a city election should register the opinion of every eligible voter, but every voter should have an opinion worth registering, an opinion founded on something more substantial than pre-election dodgers, street-corner gossip, or the headlines of partisan newspapers. Probably nowhere else in Seattle can one gather such accurate information on the principles and practice of municipal government and the fundamental city problems as at the public library.

Library Service to Students and Debaters

No one but a librarian knows the hopelessness of trying to supply a small boy, scarcely higher than the counter, with material on the question "Resolved, that we should adopt a protective tariff." He wouldn't know a tariff if he saw one, protected or unprotected, and yet he is valiantly attempting to grapple with a question which has baffled the greatest minds of the country. But from this very attempt he is going to gain some faint inkling of the tariff question, and by the time he has debated this same question all through his high school course and his college course, if he goes that far, he ought to have some idea of the intricacies of the problem. Surely all the many questions these young people have "Resolved" will train them to be better voters and citizens and perhaps the next generation will not have to be browbeaten into casting its vote as does the present one.

Most of the questions used for debate now are the live questions of the day and the time has passed when the students spend their time debating "Is a lie ever justifiable?" In furnishing material for these questions the magazines play a large part. Some of them may be biased and undependable but they at least represent all points of view. The "Readers' guide," a general magazine index issued monthly, furnishes the key to this material which can be quickly collected on request. When there are many calls for the same subject, or if the library is notified that such and such a subject will be debated, the material is collected in both the Periodical room and the Reference room and kept there until the debate is over. The "Debaters' handbooks" on different subjects are most useful publications. They contain briefs, bibliographies on both the affirmative and negative sides, and extracts from the best magazine articles. The government reports and Congressional Record are also invaluable aids for the more advanced students. Fortunately, more and more attention is being paid to debate subjects, and there are many more aids to the student than formerly.

It is the aim of the library to supplement the school from kindergarten to college; really a large part of its work is with students, helping them to solve their many problems, from the small boy who goes to the Children's room for something on "aeroplanes" to the University student looking up "municipal home rule." Many extra copies of books are purchased for the required collateral reading and books on special subjects are reserved as long as needed. Indeed the only place where the library draws the line is when the student tries to persuade the long-suffering librarian to do work for him that he should actually do himself.

Library Service to Clubwomen

Yesterday we were a nation of farmers with the physical needs of the family met and supplied within the individual home and the

time of the wife and mother more than filled with the manifold duties of her household.

Today our life is more complex, a larger per cent of our people live in cities, and changing social and economic conditions have transformed family life. Perhaps the greatest effect of this transition may be seen in the lives of the women. Women have entered all branches of business and professional life and have filled widely different positions with credit and success.

To many women emancipation from drudgery has brought more or less leisure and the responsibility of using this leisure wisely. Out of this condition the woman's club movement has developed. The woman's club is one of the main avenues through which women may be of service to themselves and humanity.

It is with the desire to co-operate in all of the movements that are for the education and inspiration of our public that the library wishes to extend its services until it reaches every women's club in the city. The work which the library is doing for women's clubs in Seattle is well known to many. So far as possible the library secures the yearbook or program of every club in the city. For each topic on these programs the librarians compile a reading list. About six weeks before her paper is due, each speaker on these programs is notified that the library has material ready for her use. Last year the library had thirty-four yearbooks and sent out over 450 postcard notices to speakers. The response to these notices and the use made of the library by clubwomen has been gratifying and amply justifies the continuance of the plan.

The reference librarians will gladly assist committees who are preparing programs for the coming year. In fact, if all such committees would make a practice of consulting with the reference department about their programs, the possibility of assigning topics upon which there is little or no material would be avoided.

Library Service to Social Workers

Several years ago there was established in Seattle a federation of organizations known as the Central Council of Social Agencies. Since the Seattle Public Library has a place in this council as representing one branch of the local movement for social progress, we may speak to social workers generally, not as one standing outside the movement but as a very part of it. Perhaps then by stating briefly how the library uses itself we may be able

to convey some notion of what its use is, or may be, to those other workers who have taken as their task the improvement of a very imperfect social order.

Though the public library may have had its origin in the popular faith that books are a good thing, it has not grown and flourished and received adequate public support on the basis of any such simple belief. Changing conditions of life present new occasions which a library, if it is to maintain and increase its hold upon the public, must appreciate and use to the utmost; not endeavoring to separate itself from the vast social flux but to guide an even keel in the midst of it.

The literature of the library movement in books and periodicals contains many sailing directions which we have found useful. It does not, on the whole, make very lively reading, but we do not take it as a diversion. What we get are practical suggestions, descriptions of hitherto uncharted rocks, or of broad channels where others have passed in safety before us. Now and then we discover that our newest, most original plan was tried out long ago, or that someone else has found a way around the difficulty which has been troubling us for years. To find out what other libraries are doing through the periodicals, annual reports, bulletins, and other publications is distinctly worth our while.

Now as to the other social agencies, the charity organization society, the mothers' club, social center, settlement house, juvenile court, playground, reformatory, trade union, church—there are too many of them to mention, and all are not organized—while the public library can not perhaps be quite so useful to all of them as it is to itself, it is doubtful if there is an "uplift" movement of any importance in the city or any social project on foot to which the library can not lend some assistance of the kind we have mentioned. There are files of reports of philanthropic and correctional associations and institutions of all kinds. There are complete sets of periodicals such as the Survey, Charities and Charities Review, the proceedings of conferences of charities national and state, the American Prison Association proceedings, a complete file of the Russell Sage Foundation publications, and other serials scarcely less important whose names we mercifully withhold.

This material is all used to a certain extent, but we have the feeling that its usefulness would be largely increased if more of our social workers knew about it.

Library Service to Children

Seattle children have manifold opportunities to cultivate the reading habit, for books are offered them at every turn, in the playgrounds, in the schools, and in the libraries. In the ten libraries which belong to the people of Seattle there are nearly 55,000 books for children. These books are carefully selected and an effort is made to keep the standard high. So far as possible the needs of the children are considered individually, but when the day's work brings from three hundred to five hundred wriggling little boys and giggling little girls, it is vain to expect to give special attention to each one and their reading must be influenced in such ways as will appeal to large groups. This is done through the use of picture bulletins, printed lists, and story-telling.

Pictures appeal to young and old, as the success of the "movies" testifies, and when we post a bulletin combining a bright colored picture and a list of books, the books thus advertised are sure to be popular. A picture bulletin recently posted in the Central children's room advertised books by Joel Chandler Harris. There were nineteen copies of his books on the

shelf when the bulletin was put up and before night not one was left. As a result of this bulletin forty-eight copies of books by Harris are in constant circulation.

Printed lists, some of which are graded, are a source of great satisfaction to the children, especially when they tell what the book is about, and it is often difficult to find on the shelves the books about which information is given in this way.

There is no better means of attracting children to books and to the library than through story-telling. If the story is well told, the popularity of the book will continue for some time, and the children's librarian must expect some urchin to ask weeks later for "that story you told about the shepherd boy who had twenty bullets and there were twenty-seven Indians after him".

The stories told are translated by the children into their own experience and vocabulary and it is a surprise to a story-teller to hear the classic myth of Orpheus, which she told with so much care, described as "the story of the fellow who loved his girl so much he went to Hell after her and played music to get her out."

Last year stories were told to nearly 34,000 people, grown-ups and children, in libraries, churches, playgrounds, and schools. No separate record is kept concerning the circulation of the books from which the stories are told but if, for one reason or another, the stories are discontinued there is an immediate decrease in the issue of children's books.

It is the hope of the Children's Department that it may help the boys and girls to develop into intelligent and self-helpful adult readers. No one, no matter what his age, can get the fullest good from his public library if he does not know how to use the library's "tools"—the catalogue, reference books, and magazine guides. In order that this hope of the future may be realized library assistants give the children lessons on how to use the library. These lessons seem to give not only the desired instruction but also to afford considerable entertainment and one enthusiastic young patron said that looking up books in the catalogue "was as much fun as a peanut hunt." During the school year of 1914-15, nearly 400 lessons were given to 4,000 children in 53 schools.

No matter how far away from a library building a child may live he is still unable to escape the opportunity to read, for library books follow him even to his school-room. These school-room libraries are managed by the Schools Division of the Children's Department, which has charge of the 24,000 books available for grade teachers who wish to borrow from thirty to forty books in order to loan them to their pupils for home reading. The library assistants visit the school-rooms to tell stories to the children and to talk about the books. Many a book of merit which had been passed over on the library shelf because of a lack of pictures, absence of a bright cover, or too little "conversation" on the page, has been eagerly read by the whole class after the "liberry teacher's" enthusiasm had introduced them to its pleasures.

When summer comes and the schools are closed, the library's books follow the children to the playfields. The books in these playground libraries are always of a popular type and children who come to play, frequently remain to read, their interest is caught and they become regular library patrons.

This is the aim of all the work done by the Children's Department of

the library: to create in children a love for good books, to satisfy the demand thus produced, and to so deepen and strengthen this love of books that it will become a vital factor in that "mastery of environment by brain, and hand, and heart" which is the ultimate goal of all education.



Story telling on the playground

Library Service to Teachers

In the whole literature of the library movement it would be hard to find another idea which recurs so persistently as that regarding the connection between the public school and the public library: that they are closely related institutions and that greater co-operation is necessary if their common purpose is to be attained.

Elsewhere in this report, in telling about our work with children, we have mentioned the schoolroom libraries and the lessons to children in the use of the public library. It remains to touch upon certain other points of contact which are scarcely less important.

First of all there is the teachers' room on the top floor of the central library building. This room received its name not because it contains **all** the material in the library needed by teachers but because it may be used by them as a committee room, a reading room, or a bureau of information. The book collection located here represents only a small part of the library's resources of material relating to education. It is a good working collection, however, and contains extra copies of many books for which there is a constant demand in the circulation department. In this room also are kept current files of all the educational periodicals, school reports from most of the larger cities of the country, and courses of study from these cities wherever they are available in printed form.

The circulation department has a large collection of books on educational and other subjects of especial interest to teachers. In the reference room will be found bound sets of educational journals, the proceedings and pamphlets of educational societies, and many other publications of like nature. The periodical room contains helps for debates and discussions of present-day problems, such as those of government and social reform. Magazines with articles on special topics of this kind are kept on file, grouped according to the subject so that they are easy of access. Application for this debate material should be made at the desk in the periodical room.

There are pictures for circulation in both the fine arts and the teachers' rooms. The fine arts room supplies bird pictures in color, besides pictures of architecture and sculpture, photographs showing the work of various schools of painting, and stereoscopic views of travel at home and abroad. In the teachers' room are the pictures and clippings for the study of geography, history, and American industries. There are approximately 6,500 pictures and over 4,000 clippings about all the countries of the world, which have been so arranged as to make selection easy.

The reference, children's, and periodical rooms all have a system of collecting and holding for a given period on reserve shelves material on any special subject requested by teachers either for their own use or for the use of their classes. It is necessary only to telephone or leave word in advance at the library to have such reservation made. This plan not only makes it possible to give a class a larger collection than could be got together in a hurry, but it also assures the students more efficient service during the afternoon rush hours when they are most likely to appear.

Library Service to Foreigners and Prospective Citizens

His speech was so broken that at first the attendant at the desk could not understand; but he held out a book with his new library card and finally she realized that he was asking "How much?" A stranger in this so-called "land of the dollar," his brief experience had probably taught him that nothing worth having, not even the loan of a book, could be got without a price.

It is not an easy thing to show these men from foreign lands that though they may have been deceived as to the golden opportunities of this promised land, one great opportunity still remains, greater than ever before—the chance for a free education.

In the struggle to Americanize the immigrant through free education the libraries of the country are playing no small part. The Seattle Public Library has for a long time had books in various foreign languages but only recently has an attempt been made to organize the work with foreigners along definite lines. One of the librarians who is specially fitted for the work has been placed in charge and she is making a survey of the foreign-born population of Seattle.

A series of visits to the night schools, a study of the list of borrowers from the main library and its branches, and an examination of the United States census figures supplemented by interviews with foreign consuls stationed in Seattle, revealed the fact that no less than one-third of our population is composed of people of foreign birth or parentage. It is to bring this large and important portion of our community into touch with all the varied resources of the public library that the new work has been undertaken.

Some of the results of this survey are interesting. There are approximately 40,000 Scandinavians in Seattle, 6,500 Italians, 2,500 Greeks, 15,000 Germans, and 10,000 Russians, besides some thousands of Austrians, Poles, Hungarians, Finns, French, Japanese, and Chinese. There are Finnish and Polish colonies in Ballard, an Italian colony in Georgetown, and a Russian colony in the south end of town. Last year classes for foreigners were held in seven schools, from one to eight classes in each school, and from one dozen to two dozen pupils in each class.

These night school pupils make a particularly strong appeal to us, for they represent as a rule the most aspiring of the immigrants. They are eager to learn the new language and respond most enthusiastically to any efforts to help them. For the use of all foreigners, but particularly for the teachers, we have compiled a list of "Graded readings," designed to bring the foreign student by degrees from the simplest readers, through intermediate ones dealing principally with United States history and civics, to a reading knowledge of the best easy classics in English and American literature.

There are, however, many immigrants too timid to enter the competition of the night schools, too shy to venture through the somewhat imposing portals of the public library. In order to reach these we have sent to various foreign societies in Seattle lists of such books as may be found in the library in their respective languages, together with an invitation to visit the library, and a brief statement of the requirements for obtaining a library card. Many have come in response to this invitation. At first they ask merely to see the books in their own language. Later, however, as they become familiar with their surroundings and perceive the lack of red tape, they have the courage to register as borrowers.

During the year two new foreign collections have been added, Yiddish and Russian. The Yiddish books are kept at the Yesler branch, but the Russian collection is at the main library. The circulation of these books has well warranted their purchase. With their addition our foreign collection includes twelve languages, about 5,000 volumes in all—Croatian, Dano-Norwegian, Finnish, French, German, Italian, Lithuanian, Modern Greek, Russian, Spanish, Swedish, and Yiddish. We have only a few textbooks in Bohemian, Bulgarian, Dutch, Esperanto, Hungarian, Japanese, Polish, Portuguese, Roumanian, and Servian.

Since the difficulties of an English text are minimized for the foreign reader if he has already read the work in his own language, we are making

lists of the translations to be found in the library of books in our foreign collections. These lists will also be of service to the American student of foreign languages, desiring to read in the original such books as he has read in English translation, for it is not only of importance that the immigrant should learn English as quickly as possible, but that the American should also be given the opportunity of becoming acquainted with foreign languages and literatures.

By giving special attention to the library needs of foreigners and prospective citizens, the public library shares with the public school the task of amalgamating the many and diverse races who have chosen to make the United States their home, and if the Seattle Public Library in its "work with foreigners" helps to promulgate some of the principles and ideals of good citizenship the work will fulfill its purpose and the library justify once more the title of "The people's university."

Library Service to the Blind

How would you like to read with your fingers? One of the most interesting parts of the public library is the collection of books in raised type for the blind. These books are so expensive and bulky that only the larger libraries can afford to buy and house them. For instance, "Ben Hur" for the blind costs \$14.00, and is in four large volumes occupying eighteen inches of shelf space. It is for these reasons that the libraries at Portland, San Francisco, and Seattle are the only ones west of the Mississippi River having such collections. The making of books for the blind has resulted in the invention of various forms of type. Some of these are merely raised letters, some use a modified letter, while others use small raised points. Many efforts have been made to unite on one style, but what is called the "War of the types" still wages.

The Seattle collection includes three styles, New York point, American Braille, and Moon. There are 698 volumes, in addition to two magazines which are regularly received. The books cover a wide range of subjects and include titles for all tastes and temperaments, from the "American manual of parliamentary law," to "The lady of the decoration." The number of books loaned from this collection last year was 329, nearly double the number of loans in 1914. Red tape is dispensed with and books are sent anywhere, free of charge, loans having been made last year to twenty-six cities and towns in Washington and to a few places in Idaho and Montana. Books may be kept two months, if desired. The United States government shows its practical interest in this work by taking such books free through the mails when they are being sent to or from a public library.

One difficulty encountered in developing this service is that of locating the blind people. The library will welcome help in this work and in teaching the blind to read. Blind persons who can not read raised type often dread the process because it seems difficult. The process is usually slow, but it is not difficult unless one's hands have been roughened by hard work and the finger tips have lost their sensitiveness. The library has alphabets in all three of the principal types which it sends free to any one upon request, and from these, with patience and perseverance, a knowledge of the letters may be obtained. It is suggested that those who are now beginning should learn the American Braille, as more books are now being published in this type than in the other two styles.

New lists of all our books have recently been printed, and these will be mailed to any address upon request. It is always desirable to make both a first and second choice when requesting books, in order that we may have some idea as to what to send in case the book first chosen happens to be out in circulation.

Library Extension

The evolution of the public library may be divided into three periods: first, there was a complacent infancy when it regarded itself as a mere storehouse for books; next came youth with its awakening faculties when the library alive to its possible usefulness began to lend its books; and now is the time of its vigorous maturity, the present, with the library reaching out arms of service through branch libraries, deposit stations, and smaller collections in factories, shops, stores, engine houses, playgrounds and school-rooms. "The time has come," some one said recently, "when it is as unreasonable to require the public in a large town or city to depend upon one central library from which it must draw all its books, as it is to require all its inhabitants to buy all their groceries or meat at one store or market, or that they shall all attend one church."

When the people of the village of Fremont, with that same pioneer spirit shown by John Fremont, decided to open a small reading room on Ewing Street, they little thought they were founding a system of branch libraries for Seattle. They asked for gifts of old books and magazines, an elderly man was put in charge, and the first link was forged in our chain of branches, for when Fremont was annexed to Seattle this room became the first branch of the Seattle Public Library. After a varied career, due to regrades, movings, and alterations, it has become one of our most successful branches. Here we gained much valuable experience in regard to desk plans, shelving, etc., and became learned in such specialties as juvenile book selection—and discipline.

The library-itis germ appeared next in the Green Lake and University districts, where temporary reading rooms were opened in order to satisfy a widespread epidemic of book fever. In both districts, the demand for books and reading has since been continuous and unabated.

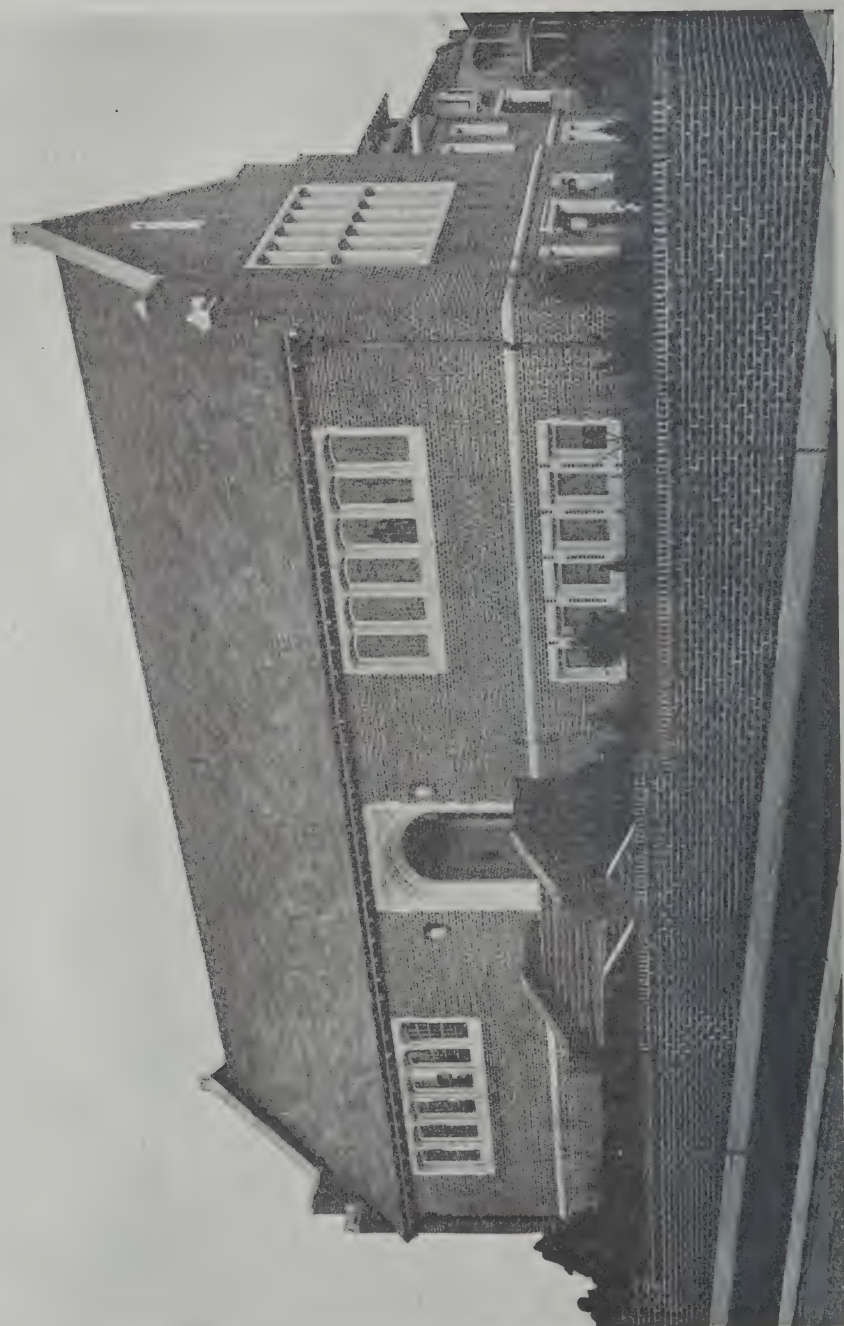
A missionary spirit now broke out among the library staff and another branch was opened, in the First Ward, with such success that even the policeman on the beat was heard to say that the library was a godsend to the neighborhood. After two years this branch was closed on account of the South End regrade.

In 1907 came our first experience with a branch library property of our own. Mr. Carnegie had given a building to Ballard, and when the town was annexed to Seattle the building and books were turned over to us. After many changes and repairs, this very inadequate structure is still doing duty as the Ballard branch, although the walls are beginning to bulge with the pressure of books and borrowers.

Meanwhile the growth of the branches already started had been so marked as to emphasize the necessity of providing for the future. An appeal to Mr. Carnegie brought money for three substantial branch buildings, to be located at Green Lake, University, and West Seattle. After a competition in which thirty-three local architects participated, plans were drawn and the three buildings were erected. These buildings were opened in 1910 and have proven satisfactory in all essential features.

About this time Columbia was annexed to the city and a small branch opened there, which, together with the planning and building of the three Carnegie branches, provided a full program for the next year or so.

Then in 1910, after a hard and bitter fight, Georgetown gave in and was annexed to Seattle. The library was the first Red Cross activity to reach the battlefield, and encamped in the very council chamber where the fiercest battles had been waged. This form of first aid was welcomed with enthusiasm by the children and half-grown boys, and finally grown-ups as well began to throng the peaceful library portals.



Queen Anne Branch Library—Opened January, 1914

In 1911, Mr. Carnegie promised \$70,000 for two more branches, these to be on Queen Anne hill and at Columbia. There had never been a library on Queen Anne and we were fortunate in being able to finish this building in record time. At Columbia, the work was delayed by regrade troubles and the new building was not opened until December 1915.

Mr. Henry L. Yesler, in 1889, had given a piece of land to the city for a library site, but after the adjoining streets were graded, widened, and paved it was found to be unsuitable for building purposes. Accordingly the Park Board took it over and allowed the Library Board a sum of money toward buying a new site for a Yesler memorial branch which the City Council had promised to give. A site was chosen at the corner of Twenty-third and Yesler Way, the building was finished and opened in 1914, and the branch has proved to be our busiest. The foreigners living in the lower part of the city are making constant use of it, and during the past four months the number of Russian refugees coming there for help has been quite noticeable.

During all this period of branch development we had been trying out the plan for opening deposit stations throughout the city. We hoped by these to reach smaller groups of people who were either too far from central or branch libraries to draw books frequently, or too indifferent to make the necessary effort. We first sent small collections of books to various charitable homes and social centers, with satisfactory results. Then the firemen, who were working on a single shift, appealed to us and we sent a few books to each fire station, changing them as frequently as possible.

Our book fund was increased in 1911 and we were able to experiment with stations in drugstores for the use of the general public. We sent from 500 to 800 books to each center, and provided a neat bookcase and all necessary library supplies. The druggist was taught the routine of circulating books and was paid one cent for each volume issued. The books were changed frequently, and requests for special subjects filled from the central library. This plan has proved so popular in the neighborhoods that we can not fill the requests for new stations.

The next step was to open similar stations at Frederick & Nelson's and at Sears, Roebuck and Co. for the use of the employees only. These firms have fitted up comfortable reading rooms with shelves, tables, and chairs, and have made one of their employees the librarian. At these stations we have taken many new registrations and are constantly receiving requests for books on business management as well as for special subjects connected with the work of their various departments. There have been more special requests from these two stations than from all other stations combined.

Seattle people like books, they like the recreation and culture of reading, and though many of them will go to considerable inconvenience to patronize the library, others will not. The library is scarcely upon the same plane as the movies, vaudeville shows, pool rooms and other attractions of the kind, yet the library must compete with them for a share of the leisure of the people. This is why we extend library facilities to the more remote quarters of the city. It is to make reading easy.

Appendix A

Library Staff, December, 1915

EXECUTIVE DEPARTMENT

Judson T. Jennings - - - - -	Librarian
E. L. Chapman, <i>Librarian's Sec'y</i>	Jeanne A. Bowman, <i>Auditor</i>
R. M. Dammon, <i>Multigrapher*</i>	Mary E. Jenkins, <i>Office Asst.</i>

ORDER DEPARTMENT

Helen Gracie - - - - -	Chief of Department
Gertrude Crocker	Florence McLaughlin*
E. Fay Woolsey	Edith Pelton, <i>Typist</i>

PAGES

Bernice Norton	Margery Heisler*	Edward Saari*
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CATALOGUE DEPARTMENT

Kate M. Firmin - - - - -	Chief of Department
Harriet C. Allison	Agnes Hanson
Charlotte S. Best	Katharine Walsh
Helen Gillette	C. Isabelle Wheeler

TYPISTS

Agnes Carruthers	Alma A. Little	Irma Pond
------------------	----------------	-----------

CIRCULATION DEPARTMENT

Zulema Kostomlatsky - - - - -	Superintendent of Circulation	
Mary N. Baker - - - - -	First Assistant	
Stella Bateman	Florence Gandolfo	Fanny Reynolds
Mrs. H. L. Carstensen	Marian Haller	Eleanor Stephens
Donna Dunlap	Edith Hile	Winifred Washburn
Esther F. Fleming	Blanche Josselyn	Marjorie Zinkie
Florence McLaughlin*		

TELEPHONE OPERATORS

Margaret Harmon	Margery Heisler*
*Part time.	
W. C. Young, <i>Guard and Collector</i>	Edna Z. Nichol, <i>Head Page</i>

PAGES

Fred Barrett*	Raymond Hempel	Robert Powers
Alice Coston	James Jenkins*	Addis Walker*
	Arthur King*	

REFERENCE DEPARTMENT

Charles H. Compton - - - - -	Reference Librarian
Mrs. Gertrude F. Hess - - - - -	Assistant Reference Librarian
DuBois Mitchell	Lillian Collins

PAGES

Donald Colman* Russel Peterson* Forrest Crosby
Paul Shepherd* William Thompkins*

Art and Technology Room

Annie H. Calhoun - - - - - *Head of Fine Arts*
Claude S. Thompson - - - - - *Technology Librarian*
Mrs. Llewellyn Thomasson

PAGES

Dudley Coddington* James Knapton Don Peebles*

Periodical Division

Marion D. Thorne - - - - - *Head of Division*
Elizabeth Kirkwood Earl Kaiser* Robert Woodyard*
Harry Stanton, *Page*
A. J. Villars - - - - - *Newspaper Custodian*
Bert Neely* Ralph Rawson*
*Part time.

CHILDREN'S DEPARTMENT

Gertrude Andrus - - - - - *Superintendent of Department*
Augusta Anderson Ethel Maurant
Lillian Anderson* Addie Phinney
Clyde Pond, *Page*

Schools Division

Margaret Lathrop, *Head* Ellen F. Howe

BRANCH DEPARTMENT HEADQUARTERS

Josephine Taber - - - - - *Superintendent of Branches*
Eva W. Graves Margaret D. Hargrave Alice F. Kittredge
Mrs. O. F. Hopkins, *Story-Teller* Pearl Rogers, *Mender*
Walter Adams and Will Shirran, *Messengers*.

Ballard Branch

Edith Morse - - - - - *Branch Librarian*
Estella Slaven - - - - - *Children's Librarian*
Lucia Stoll Elsie McLucas Gladys Hess*
Edmond Lindstrom and Roy Lyle, *Pages**
John Chesshire, *Janitor*

Columbia Branch

Laurentine Meissner - - - - - *Branch Librarian*
Laura Stealey - - - - - *Children's Librarian*
Paul Suransky, *Page** Philip Lidston, *Janitor*
*Part time.

Fremont Branch

Emma K. McCullough - - - - - Branch Librarian
 Xora Cramer, *Page** Mrs. Edith Stranne, *Janitress**

Georgetown Branch

Agnes V. Johnson - - - - - Branch Librarian
 Hugo Bode, *Page**

Green Lake Branch

Mary A. Batterson - - - - - Branch Librarian
 Louretta C. Cole - - - - - Children's Librarian
 Mary E. Keeney
 Harry Cowan, *Page** C. H. Foster, *Janitor*

Queen Anne Branch

F. Louise Holmes - - - - - Branch Librarian
 Cecile Watson - - - - - Children's Librarian
 Leah Finkelstein*
 Mac Treisch, *Page** W. H. Scowcroft, *Janitor*

University Branch

Mrs. Mary Dennis - - - - - Branch Librarian
 Mary B. Hunter - - - - - Children's Librarian
 Helen Carson Nell Unger*
 Harold De Bruyn and Paul De Bruyn, *Pages**
 George W. F. Goodwin, *Janitor*

West Seattle Branch

Christina R. Hargrave - - - - - Branch Librarian
 Jean P. Lane - - - - - Children's Librarian
 Earl Niesz, *Page** A. C. Schoonmaker, *Janitor*

Yesler Branch

Harriet Leitch - - - - - Branch Librarian
 Anne Hall - - - - - Children's Librarian
 Maud Putman Leah Finkelstein* Miriam Moody*
 Arthur Connell, *Page** James Dubbin, *Janitor*

BINDERY

Harry W. Hyde - - - - - Foreman

FORWARDERS

Wm. Conrad Alex. Findley Wm. Fisher
 Louis Miller

STITCHERS

Bertha Brekke Freda Grunert Nell Johnson
 Mrs. Ora Rood
 Perry Brabon, *Apprentice*

MECHANICAL DEPARTMENT

Harry R. Rogers - - - - - Chief Engineer
 John H. Coke - - - - - Assistant Engineer

JANITORS

Ernest Craggs G. M. Schoonmaker Wm. Warner
 S. A. Roshon, *Janitor and Gardener*
 Robert E. Wall, *Night Watchman* C. G. Oyston, *Elevatorman*
 Leonard Williams, *Elevatorman and Guard*

CLEANERS

Mrs. J. W. Greathouse Yulah Martin Mrs. M. Richardson
 *Part time.

Appendix B

Statistics according to form adopted by American Library Association

Annual report for the year ending December 31, 1915.

Seattle Public Library, Seattle, Washington

Population, 330,834 (U. S. Census Bureau estimate, July 1, 1915)

Free for lending; free for reference.

Central library; 9 branches; 6 stations. Other agencies: 70 schools (517 collections in 397 school-rooms), 31 fire-stations, 3 playgrounds, and 5 charitable institutions.

Central library open 365 days; for lending, 78 hours per week; for reading, 86 hours per week.

Total number on staff (in equivalent of full time) 132.

Total valuation of library property, \$1,563,000.00.

233,881 volumes January 1, 1915; 27,745 added during year by purchase; 1,415 added by gift or exchange; 8,405 volumes withdrawn. Total number of volumes January 1, 1916, 254,636.

Loaned for home use: Fiction, 836,850 volumes (adult, 562,751; juvenile, 274,099)

Loaned for home use: Total, 1,369,485 volumes (adult, 869,667; juvenile, 499,818)

Number of pictures lent for home use, 21,390; clippings, 4,364.

Number of exhibitions held, 7.

Number of borrowers registered during the year, 32,557 (adult, 24,921; juvenile, 7,636) Total number of registered borrowers, 66,186 (adult, 50,079; juvenile, 16,107). Registration period, 2 years.

Periodicals (including newspapers and transactions of societies, not annual), copies, 1465; titles, 1087.

No count kept of number of people using reading rooms.

RECEIPTS FROM

Debit balance	\$ 4,771.85
Local taxation	115,197.72
Fees from members, students, etc.	178.98
Fines and sales of publications	5,046.91
Duplicate pay collection	298.65
Gifts (Carnegie Corporation)	33,131.00
10% of city's receipts from licenses, fines, and fees.....	21,531.55
Other sources	685.75
Total	\$171,298.71

PAYMENTS FOR

Maintenance	\$26,975.04
Books	2,943.06
Periodicals and newspapers	10,382.96
Binding (including salaries)	86,145.89
Salaries, library service	15,605.15
Salaries, other service	115.35
Insurance	632.50
Rent	2,167.23
Heat	3,403.60
Light	10,297.70
Other maintenance	
	\$158,668.48
Extraordinary	
New building (Columbia)	32,886.87
Other unusual expenses (furniture for Columbia).....	1,204.51
Grand total	\$192,759.86

Appendix C—Table 1

Total Circulation by Classes, 1915

Class	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	George- town Branch	Green Lake Branch	Queen Anne Branch	Univer- sity Branch	West Seattle Branch	Yester Branch	Schools	Play- grounds	Deposits Stations	Total	Percent- age
General works.....	2,487	1,060	587	881	251	984	200	1,532	503	256	...	20	19	8,790	.63
Philosophy	11,248	676	249	425	141	514	606	908	562	625	25	...	287	16,266	1.17
Religion	8,316	1,310	375	447	227	920	526	1,039	730	1,467	1,901	48	205	17,511	1.25
Sociology	16,257	1,624	473	694	272	1,284	969	2,058	865	1,471	778	11	460	27,216	1.95
Fairy tales	8,505	5,432	2,414	2,213	1,807	3,757	3,079	4,515	2,323	6,568	9,156	400	26	50,195	3.60
Philology	5,258	2,871	1,243	648	1,139	3,245	1,235	2,560	1,454	3,523	549	73	69	28,867	1.71
Natural science	9,872	1,613	587	698	455	1,423	993	1,826	760	1,714	4,985	57	223	25,206	1.81
Useful arts	27,294	3,682	1,856	2,064	1,218	3,245	1,935	3,359	1,813	3,346	1,831	48	934	52,625	3.77
Fine arts	28,510	3,281	1,571	2,007	1,034	2,886	2,391	3,520	1,867	3,816	824	69	623	52,399	3.76
Literature (except fiction)	31,320	5,177	1,912	2,051	1,991	3,908	2,581	5,807	2,663	4,860	2,574	116	797	65,757	4.71
Travel	15,391	4,847	1,406	1,641	1,216	2,913	1,955	3,051	2,364	3,437	6,624	132	1,355	46,332	3.32
History	15,443	3,667	1,396	1,479	969	2,911	1,628	3,258	2,286	3,274	7,092	81	670	44,154	3.16
Biography	12,792	2,380	764	891	435	1,648	1,088	1,925	1,095	1,793	4,718	70	736	30,325	2.17
Fiction	290,335	65,608	34,395	39,159	27,091	56,553	49,092	70,910	32,137	77,359	48,998	2,475	42,738	836,850	59.98
Books for blind.....	304	...	22	3	329	.02
Pictures	20,335	1,171	76	22	172	1,282	63	99	1,147	1,387	25,754	1.85
Periodicals	36,958	3,892	3,275	2,823	1,923	5,484	4,131	5,648	4,285	2,884	450	71,663	5.14
Total	540,625	108,201	52,601	58,153	40,341	92,957	72,472	112,018	56,854	117,780	90,055	3,600	49,582	1,395,239	100.00

Appendix C—Table 2

Adult Circulation by Classes, 1915

Class	Central Library	Holland Branch	Columbia Branch	Tremont Branch	George-town Branch	Green Lake Branch	Queen Anne Branch	Univer-sity Branch	West Seattle Branch	Yesler Branch	Deposit Stations	Total	Percent-age
General works	534	481	115	423	90	307	62	304	164	35	19	2,534	.29
Philosophy	11,165	654	236	412	141	497	592	837	532	604	285	15,955	1.79
Religion	6,884	522	139	244	73	400	247	549	359	376	201	9,994	1.11
Sociology	15,143	1,285	309	526	188	911	754	1,566	574	1,068	455	22,779	2.56
Philology	3,290	94	49	32	32	83	117	288	62	165	66	4,288	.48
Natural science	7,578	488	193	158	85	291	303	704	214	484	222	10,720	1.20
Useful arts	24,486	2,217	1,026	1,000	724	1,795	1,057	1,951	1,043	1,894	929	38,122	4.28
Fine arts	24,886	1,814	568	999	430	1,355	1,210	1,587	877	1,164	612	35,502	3.98
Literature (except fiction)	27,315	3,051	686	1,123	913	1,486	1,364	3,532	1,038	1,832	787	43,127	4.84
Travel	11,107	2,512	430	744	351	793	862	1,185	751	951	1,350	21,036	2.36
History	10,935	1,252	385	564	273	651	594	1,586	547	703	666	18,156	2.04
Biography	10,521	1,096	319	395	130	469	488	995	409	601	724	16,147	1.81
Fiction	238,653	39,514	21,101	25,779	17,553	35,629	30,446	44,648	21,107	45,843	42,478	562,751	63.46
Books for blind	304	22	3	329	.04
Pictures	17,131	1,073	25	1,028	33	1,007	1,093	21,390	2.40
Periodicals	36,292	3,295	3,045	2,738	1,600	5,186	3,650	5,483	3,962	2,526	450	68,227	7.66
Total	446,224	59,348	28,623	35,137	22,608	50,891	41,779	65,218	32,646	59,339	49,244	891,057	100.00

Appendix C—Table 3

Juvenile Circulation by Classes, 1915

Class	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	George-town Branch	Green Lake Branch	Queen Anne Branch	University Branch	West Seattle Branch	Yester Branch	Schools	Play-grounds	Deposit Stations	Total	Percent- age
General works	1,953	579	472	468	161	677	138	1,238	339	221	...	20	...	6,256	1.24
Philosophy	83	22	13	13	...	17	14	71	30	21	25	...	2	311	.06
Religion	1,432	788	236	203	154	529	279	490	371	1,091	1,901	48	4	7,517	1.49
Sociology	1,114	339	164	168	84	373	215	492	291	403	778	11	5	4,437	.88
Fairy tales	8,505	5,432	2,414	2,213	1,807	3,757	3,079	4,515	2,323	6,568	9,156	400	26	50,195	9.96
Filology	1,968	2,777	1,194	616	1,107	3,132	1,118	2,272	1,392	3,358	519	73	3	19,579	3.88
Natural science	2,294	1,125	394	540	370	1,132	690	1,122	546	1,230	4,985	57	1	14,486	2.87
Useful arts	2,808	1,465	830	1,064	494	1,450	878	1,408	770	1,452	1,831	48	5	14,503	2.88
Fine arts	3,624	1,467	1,003	1,008	604	1,531	1,181	1,933	990	2,652	824	69	11	16,837	3.35
Literature (except fiction)	4,005	2,126	1,236	928	1,078	2,422	1,217	2,275	1,625	3,028	2,574	116	10	22,630	4.49
Travel	4,284	2,385	976	897	865	2,120	1,093	1,866	1,613	2,486	6,624	132	5	25,296	5.02
History	4,508	2,415	1,011	915	696	2,260	1,034	1,672	1,739	2,571	7,092	81	4	25,998	5.16
Biography	2,271	1,284	445	496	305	1,179	600	930	686	1,192	4,718	70	2	14,178	2.81
Fiction (including picture books)	51,682	26,094	13,294	13,380	9,538	20,924	18,646	26,262	11,030	31,516	48,998	2,475	260	274,099	54.36
Pictures	3,204	98	76	22	147	254	30	99	140	294	4,364	.87
Periodicals	666	507	230	85	323	298	481	165	323	358	3,436	.68
Total	94,401	48,853	23,978	23,016	17,733	42,066	30,693	46,800	24,208	58,441	90,055	3,600	338	504,182	100.00

Appendix D

Financial Statement

Deficit in library fund January 1, 1915.....\$ 4,771.85

RECEIPTS

Library collections	\$ 5,553.31	
Licenses, fines, and fees	21,531.55	
Taxes	115,197.72	

Total receipts from city.....	\$142,282.58	
Great Northern Ry. Co. for damages to central library building	656.98	
Carnegie donations	33,131.00	176,070.56

Total available for 1915.....\$171,298.71

EXPENDITURES

Central library

Library staff payroll.....	\$ 60,409.37	
Building payroll	10,059.13	
Repairs and alterations	1,347.33	
Fuel	1,223.69	
Light	2,370.00	
Power	769.55	
Water	181.75	
Telephones	35.10	
Insurance	115.35	
General expense	559.86	
	\$ 77,070.63	

Branch libraries

Payroll (including janitors).....	\$ 31,282.54	
Fuel	943.54	
Light	1,033.60	
Water	114.45	
Telephones	408.00	
Rent, Fremont	632.50	
Light and heat, Georgetown.....	257.40	
Drayage	179.98	
General expense	1,044.47	
	\$ 35,896.48	

General and undivided expenditures

Building supplies	\$ 1,177.88	
Furniture, fittings, and fixtures.....	509.34	
Stationery, printing, and supplies.....	3,713.09	
Books and maps	26,975.04	
Periodicals and newspapers	2,943.06	
Bindery payroll	9,182.10	
Bindery supplies	1,200.86	
	\$ 45,701.37	

Total maintenance

	\$158,668.48	
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Extraordinary expenditures

Furniture for Columbia branch	\$ 1,204.51	
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Buildings and grounds

Columbia branch:		
Building	\$27,854.91	
Heating and ventilating	2,933.02	
Plumbing	949.60	
Wiring and fixtures	1,149.34	\$ 32,886.87

Total Columbia branch

	34,091.38	
--	-----------	--

Total expenditures

	192,759.86	
--	------------	--

Deficit December 31, 1915.....\$ 21,461.15

Summary of Statistics

	1914	1915
Population (U. S. Census Bureau estimate July 1) .	313,029	330,834
Number of volumes December 31	233,881	254,636
Number of volumes added during the year	30,038	20,755
Number of periodicals received including duplicates	1,151	1,240
Number of newspapers received including duplicates	210	253
Number of borrowers registered during the year . .	33,629	32,557
Total registration December 31	60,238	66,186
Percentage of population registered as borrowers	19	20
Circulation of books for home use:		
Central library	500,673	540,625
Ballard branch	101,005	108,201
Columbia branch	45,704	52,601
Fremont branch	52,217	58,153
Georgetown branch	34,792	40,341
Green Lake branch	82,359	92,957
Queen Anne branch	71,264	72,472
University branch	95,124	112,018
West Seattle branch	52,245	56,854
Yesler branch	40,123	117,780
Schools	80,107	90,055
Playgrounds	7,024	3,600
Deposit Stations	60,995	49,582
Total	1,223,632	1,395,239
Circulation per capita	3.9	4.2
Percentage of fiction circulation to total circulation	60.8	59.9
Tax rate65 mills	.55 mills
Total receipts from city	\$186,367.02	\$142,282.58
Expenditures for salaries	97,041.59	101,751.04
Expenditures for books	35,391.66	26,975.04
Expenditures for periodicals	3,165.33	2,943.06
Expenditures for binding	11,250.20	10,382.96
Other operating expenses	20,956.20	16,616.38
Total regular expenditures	167,804.98	158,668.48
Extraordinary expenditures	33,666.73	34,091.38
Total expenditures	201,471.71	192,759.86

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1914 cop. 2

University of Illinois,
Library School

Seattle Public Library
Twenty-fourth Annual Report
1914

Seattle Public Library

Central Library

Fourth Avenue and Madison Street

Telephone, Main 2466

Hours of Opening

Week days 9 a. m. to 10 p. m.

Sundays and the holidays named below, for reading only

2 p. m. to 10 p. m.

The Children's room is open on week days from 9 a. m. to 9 p. m. and is closed on Sundays and holidays.

The following holidays are observed: New Year's Day, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

Branch Libraries

Open from 2 to 9 p. m.; closed on Sundays and the 7 holidays named above.

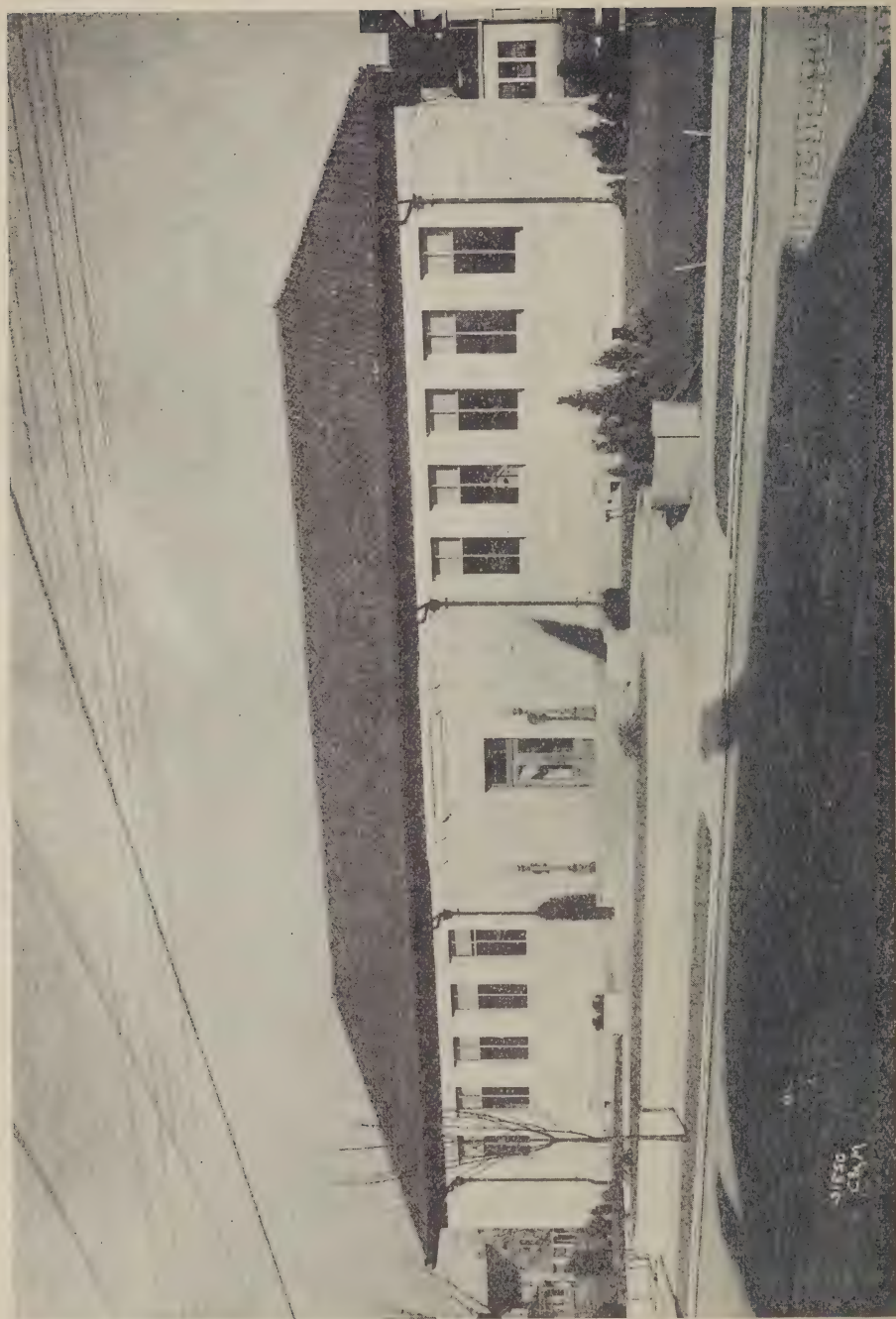
		Telephone No.
Ballard	2026 Market St.	Ballard 158
Columbia	4921 Rainier Blvd.	Rainier 67
Fremont	3425 Fremont Ave.	North 348
Georgetown	13th S. and Stanley	Sidney 58
Green Lake	E. Green Lake Blvd. & 4th N. E.	Kenwood 850
Queen Anne	4th W. & W. Garfield	Q. A. 1918
University	10th N. E. and E. 50th	Kenwood 703
West Seattle	College W. and 42d S. W.	West 468
Yesler	23d Ave. and Yesler Way	Beacon 210

Deposit Stations

South Park Pharmacy	Dallas Ave. & Rose St.	Sidney 192
Montera Pharmacy	Rainier Beach	Rainier 314W
Lake View Pharmacy	34th Ave. and Cherry St.	East 298
Mission Pharmacy	901 19th Ave. N.	East 532
Ajax Drug Store	85th and Greenwood	Ballard 2606

The use of the reading and reference rooms is free to residents and non-residents alike, and a borrower's card is not required for such use.

Any resident of Seattle may secure a borrower's card entitling him to borrow books from the library without charge, on signing an application and agreement in the presence of a registry assistant at the central library or at one of the branches or deposit stations.



Henry L. Yesler Memorial Branch Library, Opened September 15, 1914

Twenty-fourth Annual Report

of the

Seattle Public Library

1914

Dearborn Printing Company

Library Board, 1914-15

The seven members of the Library Board are appointed by the Mayor, one member each year for a term of seven years.

O. H. P. LA FARGE.....	Term expires April 1, 1915
SAMUEL KOCH	Term expires April 1, 1916
JOHN W. EFAW.....	Term expires April 1, 1917
DANIEL B. TREFETHEN.....	Term expires April 1, 1918
MRS. W. A. BURLEIGH.....	Term expires April 1, 1919
J. ALLEN SMITH.....	Term expires April 1, 1920
J. A. STRATTON.....	Term expires April 1, 1921

Officers of the Board

DANIEL B. TREFETHEN.....	<i>President</i>
JOHN W. EFAW.....	<i>Vice-president</i>

The Librarian serves as secretary of the Board.

Standing Committees

<i>Administration</i>	DR. KOCH, MRS. BURLEIGH, and MR. EFAW
<i>Art Gallery</i>	MRS. BURLEIGH, MESSRS. KOCH, and STRATTON
<i>Books and Periodicals</i>	MESSRS. SMITH, STRATTON and LA FARGE
<i>Branches and Delivery Stations</i>	MESSRS. STRATTON and SMITH, MRS. BURLEIGH
<i>Building and Grounds</i>	MESSRS. EFAW, LA FARGE and SMITH
<i>Finance</i>	MESSRS. LA FARGE, EFAW and KOCH

Twenty-fourth Annual Report

To the Honorable, the Mayor, and City Council of Seattle:

GENTLEMEN: In behalf of the Library Board of the City of Seattle, I herewith transmit the report of the Library department for the year 1914.

Respectfully

DANIEL B. TREFETHEN

President

Seattle, Washington, January 1, 1915.

Report of the Librarian

To the Library Board of Seattle:

I have the honor to report as follows on the work of the Seattle Public Library during the year ending December 31, 1914:

The growth of the library and the development of its work during the year have been encouraging. The book collections at present include 233,881 volumes, a net gain of 30,038 volumes. The number of borrowers is now 60,238, an increase of 9,625 over last year. The library borrowers constitute 19 per cent of the city's population. Fourteen thousand eight hundred and five of the borrowers, or 24 per cent, are registered in the juvenile department, which means that they are under 14 years of age. The number of books loaned for reading at home was 1,223,632, an increase of 272,569, or 29 per cent, over the number of loans in 1913. The number of juvenile books circulated was 462,221, or 38 per cent of the total circulation. Fiction, including both adult and juvenile, constituted 60.8 per cent of the books loaned. These million and a quarter loans were made through 472 agencies—the central library, 9 branch libraries, 8 deposit stations (three new stations being opened and one closed during the year), 414 schoolrooms, 5 playgrounds, 30 fire-engine houses, and 5 charitable institutions.

New branches

The Queen Anne branch, at Fourth Avenue West and West Garfield Street, opened on New Year's Day, 1914, has had a busy and satisfactory year, having loaned for home reading 71,264 volumes.

The Henry L. Yesler Memorial Branch Library, at Twenty-third Avenue and Yesler Way, was opened on September 15th to an appreciative district. The building (see frontispiece) is Italian renaissance in style, of buff tapestry brick, with terra cotta trimmings and roof of red mission tile. Mr. W. Marbury Somervell and Mr. Harlan Thomas were the architects.

The history of this branch really began in 1889 when Henry L. Yesler, a pioneer, gave to the city as a site for a central library building, the triangle at the intersection of Third Avenue, Jefferson Street, and Yesler Way. A different site, however, was chosen for the central library in 1900 and the triangle, proving too small even for a branch library, was turned over to the city, with the consent of the Yesler trustees, to be maintained by the Park Department as a downtown breathing space. To compensate the library for the loss of this valuable property and to carry out its agreement with the Yesler trustees, the city purchased a site at Twenty-third Avenue and Yesler Way (the Park Board contributing \$15,000 toward its cost), and appropriated \$40,000 for the erection of a memorial building to Mr. Yesler, thus carrying out the spirit of his legacy. This is the only branch library built with city funds. That the Library Board was wise in its choice of the site is shown by the fact that the circulation at that branch is fast outstripping all the other branches.

Plans for the new building for the Columbia branch, delayed by the uncertainties of the street grade, were completed late in the year by the architects, W. Marbury Somervell and Harlan Thomas, and the contracts let. This building will be of the one-room type and will be somewhat smaller than the other branches. The money for its erection comes from the Carnegie fund.

Shrubbery

The grounds at the rear of the central library building and at the Ballard, Green Lake, Queen Anne, and West Seattle branches were beautified with shrubbery early in the year by a landscape gardener.

Binding

The library bindery turned out 23,663 volumes of binding and rebinding, in addition to the usual amount of miscellaneous and repair work and the gilding of call numbers on 42,786 books. The total cost of operating the bindery for the year was \$11,250.20.

Finances

The total receipts for the year were \$190,317.02, of which \$3,950 came from the Carnegie fund for the Queen Anne branch.

The expenditures, divided roughly, were as follows: Salaries, \$97,041.59; books, \$35,391.66 (including \$6,068.15 for books for Yesler); periodicals, \$3,165.33; binding, \$11,250.20; supplies, printing, repairs, and other expenses, \$20,956.20. In addition to the above, \$33,666.73 was spent for extraordinary purposes, including \$28,944.54 toward the construction of the Yesler branch.

A more detailed financial statement is given on page 35.

Great Northern suit

The city's Corporation Counsel and the attorneys of the Great Northern Railway Company are conferring in an attempt to settle out of court the suit brought by the city against the Great Northern Railway Company for damages to the central library building, claimed to be due to settlement caused by the Great Northern tunnel.

Changes in Library Board

On March 30th, Mrs. Walter A. Burleigh was appointed to take the place of Miss Adele M. Fielde, and on April 1st, Judge J. A. Stratton, who had served on the Library Board from 1898 to 1907, was again appointed, filling the vacancy caused by the expiration of the term of Mr. George E. Wright. Both new appointments were made by Mayor Hiram C. Gill.

Revision of Scheme of Library Service

In December, the Library Board adopted a system of efficiency records and revised the Scheme of Library Service. The most important change in the latter was the elimination of the provisions for an apprentice class. Since the University of Washington has established a library course open to juniors and seniors in the University, the public library will probably be able to obtain from this source a sufficient number of graduates to fill vacancies on its staff.

Staff

Among the numerous changes in the personnel of the staff during the year, the following occurred: Kate M. Firmin, for three years head of the catalogue department of the Tacoma Public Library, was appointed March 1st to a similar position in this library to succeed Bertha M. Wakefield, who resigned to be married. In September, Ethel R. Sawyer, superintendent of circulation, resigned to take the position as director of the training class in the Library Association of Portland, and Zulema Kostomlatsky, a graduate of the New York State Library School, was appointed to fill the vacancy. Edith Morse, children's librarian of the Ballard branch, was promoted to the librarianship of that branch when the former librarian, Agnes F. Greer, resigned to accept the position as head of the loan

department of the Tacoma Public Library. Anne E. Hall, librarian of the Columbia branch, was transferred to the new Yesler branch as children's librarian and was succeeded at Columbia by Laurentine Meissner, a graduate of the University of Washington library course, with a year's experience in the Walla Walla Public Library. Agnes V. Johnson, also a graduate of the University of Washington library course, was transferred from the catalogue department to fill the vacancy caused by the resignation of Leta E. Towner, librarian of the Georgetown branch, who wished to return to her home in the East. Alexandrine La Tourette, a graduate of Pratt Institute School of Library Science and with several years' experience, was appointed librarian of the new Yesler branch.

Of a total of 154 employees, 71 compose the technical library staff. Thirty-three are college graduates and 15 others have had one or more years of college work. Thirty-seven of the 71 have had at least one year of training in a regular library school. A complete list of the staff, as it was made up at the end of the year, is given on pages 28 to 30.

The success of the year's work was due to the loyalty and enthusiasm of the staff.

Attendance at library meetings

The librarian and three members of the staff attended the 1914 conference of the American Library Association in Washington, D. C., in May, and six went to Spokane for the meeting of the Pacific Northwest Library Association, September 2-4.

Publicity

The Library Board's Committee on Art Gallery (Mrs. W. A. Burleigh, chairman) was made virtually a committee on publicity. Much publicity work has been done and an account of it, written largely by Mr. Charles H. Compton, reference librarian, follows:

Perhaps the best evidence of the effectiveness of the publicity used during the year has been the entreaties, in fact almost threats and commands, from other members of the staff that the publicity man let up on advertising the library until they could get their breath from the rush of work. The unprecedented growth in the use of the library is in part at least due to publicity, which has been considerably more extensive than in any previous year. Ways of publicity which were noted in the last annual report have been continued and new ways have been tried.

Considerable time and thought have been spent in working up posters which would stand the test applied to good advertising. In January, 500 of what we call "The day's work" poster were placed in department stores, restaurants, barber shops, cafeterias, comfort

stations, public markets, etc. In September, about 1,200 of our "Get the good" posters were distributed throughout the city. At both times an unusual increase in registration of borrowers and circulation of books was noticed almost immediately at all the libraries. In order to make the posters permanent in the more prominent places, 50 frames with removable backs were obtained. It is planned to change the posters in these every six months or a year. The cost of poster publicity is slight, being about three cents for the printing and one cent for the placing of each poster.

The newspapers have been even more generous than formerly in giving space to the library. In all 143 articles and lists have appeared in the papers during the year. By the courtesy of the School Board, brief articles in regard to the library have been published in the Seattle School Bulletin. This is issued monthly during the school year and a copy goes into the home of each pupil in the public schools.

Lists of sets of engineering periodicals in the library were mailed to the members of the local chapter of the Pacific Northwest Society of Engineers and to engineering firms in Seattle. A letter regarding the work of the technology division was also sent to each of them.

Copies of the "Selected list of municipal and civic books," published by the American City Bureau, were mailed to 250 men whose names had been chosen because of their activity in civic affairs.

No list which the library has published has proved so popular or seemingly so useful as the "List of books for women in the home and in business." An edition of 3,000 copies which was printed the latter part of 1913 is now nearly exhausted. The coupon plan often used by advertisers was tried when the notices of the list appeared in the newspapers. It was stated that to anyone filling in the coupon with name and address and mailing it to the library, a copy of the list would be sent. It is interesting to note that many requests were received through the three papers which printed the blank coupon, but notices in the one paper which failed to insert it brought only a few responses. Copies of the list were also distributed to members of women's clubs and parent-teacher associations and at the Child Welfare exhibit. The demand for the list outside of Seattle was rather extensive, many copies being sent in answer to requests from people or institutions in 18 different states.

Since July, 1913, we have been sending out postals to parents whose names are listed in the birth notices in one of the daily papers, calling attention to two good books on the care and feeding of babies. Before beginning this kind of publicity the central library had 40 books on the care of children, while it now has 127. Recently, upon making an examination of the shelves, only 30 of the 127 were in, and all of the 37 copies of Holt's "Care and feeding of children" were out.

The library's share in the Child Welfare Exhibit, held at the Armory the last week in May, consisted of a space twelve by thirty feet in which a miniature children's room was installed, with low tables, chairs, pictures, and flowering plants. About 600 books purchased for the Yesler branch, which opened in September, were shelved in the library enclosure and these were circulated to children holding library cards. At one end of the space were seven screens telling of library activities by means of photographs and posters. Special shelves were reserved for books recommended for a child's own library, a collection of undesirable books for children, and a collection of books for mothers concerning the care of children. A list of books for a child's own library was distributed and a pamphlet called "Library babies are better babies" was given out. Attendants were always in charge to explain the work of the library to visitors, and the grown people were so interested that at times the children were crowded out.

In August the library conducted an aeroplane contest managed by Miss Hunter, children's librarian of the University branch. The original plan was for a contest among the boys of the University district only, but the interest was so widespread that it was finally opened to all the boys in the city. With the help of Mr. Howard Stine, playground director of the Park Department, and the playground instructors, the field arrangements were made and two contests were held a week apart. Prizes were donated by various interested people of the city and much newspaper publicity was secured. One of the large department stores displayed the prizes in its window together with some of the models entered, and moving pictures of the meet were shown at a local theater the following week. The books on model aeroplanes are in constant circulation and there is great interest in the possibility of another contest in 1915. Many boys who formerly regarded the library as a place to prepare lessons, now look upon it as a source of information on subjects in which they are keenly interested.

The moving pictures of the aviation meet were so successful that a moving picture photographer was induced to take pictures of the opening of the Yesler branch, a children's story hour, and a number of other activities of the library. These also were shown at a local theater and later the films were purchased by the library. It is planned to use them in other theaters to advertise the library.

Upon the request of the American Library Association the library contributed to the International Exhibition of the Book Industry and Graphic Arts (held in Leipzig in the summer of 1914) by sending copies of its annual reports, lists on special subjects, a collection of library publicity material, and a number of photographs showing some of the buildings and illustrating the work of the library. A

similar contribution was later sent to the Panama-Pacific Exposition.

At the annual meeting of the Pacific Northwest Library Association, held in Spokane in September, considerable interest was displayed in library publicity, two papers being given on the subject. The association voted that the president appoint a committee to work out a plan of coöperative publicity for the libraries of the Pacific Northwest. The committee appointed consists of Charles H. Compton, chairman, Seattle Public Library; John B. Kaiser, Tacoma Public Library, and Cornelia Marvin, Oregon State Library. The committee has made a start by sending out two publicity letters to the libraries of the Pacific Northwest and by collecting samples of publicity which these libraries have been using.

It is often said that the best publicity which a library can have is the circulation of the librarians themselves. That this kind of publicity is being used here is indicated by the various organizations to which different members of the staff belong. A partial list of these may be of interest:

Association of Collegiate Alumnae	Municipal League
Central Council of Social Agencies	Pacific Northwest Society of Engineers
College Club	Seattle Business Girls' Club
College Women's Club	Seattle Commercial Club
Coterie Club	Seattle Fine Arts Society
Drama League	Women's University Club
Ladies' Musical Club	Y. M. C. A. and Y. W. C. A.
The Mountaineers	

The coming year

The prospects for growth of the library's work and extension of its facilities during the coming year are dark, owing to the fact that the available funds will probably be much smaller than in 1914.

The appropriation requested from the Council for 1915, being the amount actually needed to maintain the present efficiency of the library and care for the new branches and increased work, was \$175,947.25. From this amount the Council considered it necessary or advisable to cut \$5,456.95, leaving the appropriation for 1915 at \$170,490.30. From the latter amount we must deduct the actual deficit for 1914 amounting to \$3,624.40, this deficit being caused chiefly by a shortage of \$1,822.13 in receipts and an excess cost of \$1,593.77 on the Queen Anne and Yesler buildings. This leaves as the appropriation available for 1915 expenses, \$166,865.90. The amount spent in 1914 for books, salaries, and regular expenses was \$167,804.98.

The amount available for 1915 expenses is therefore approximately \$1,000 less than was spent for regular expenses in 1914, while at the same time the library is expected to meet and is anxious to meet increased demands in nearly all departments. Two illus-

trations may be cited: (1) The home circulation of books in 1914 was 1,223,632, an increase of 272,569 or 29 per cent over 1913. (2) The expenses of 1914 covered operation of the new Yesler branch for only three months, while in 1915 this branch will be in operation twelve months. The great increase in the use of the library creates a growing demand for more books, and the scattered character of the city brings frequent requests for more branches and deposit stations.

It seems inevitable that the library fund for 1915 will be still further reduced because of the passage of the state prohibition law, as the library now receives 10 per cent of the city's receipts from licenses, fines, and fees.

For all these reasons it will be necessary to practise strict economy during the coming year and to postpone the consideration of establishing any new features or extensions in service. One of the gratifying characteristics of library work in Seattle as compared to the work in some other cities is the fact that its citizens seem ready and anxious to use the library and are constantly asking for more books and increased facilities. The majority of these requests are legitimate and should be met. In view of this fact and because we believe the citizens regard the library as a worthy and indispensable educational institution, it seems a misfortune that funds adequate to meet these needs should not be provided. We trust, however, that this condition is temporary and that future appropriations will be sufficient to meet at least the more urgent demands.

Respectfully submitted

JUDSON T. JENNINGS

Librarian

Circulation Department

No radical changes either in routine or equipment have been made during the year. All efforts seem to have been devoted to the evolution of greater harmony in the work of the different divisions of the department. The result is that at the close of the year the members of the staff report that the system, as a whole, is operating with less friction than at any previous point in its history.

The greater efficiency made manifest in the staff, together with the improved condition of the book collection, has made it possible to place more emphasis upon the most vital part of the work of the circulation department—the personal work with the readers. To meet the readers with a ready and intelligent response to their re-

quests for information of all kinds, and to see that none go away unsatisfied, is a task which, in the crowded condition of our busy room, requires all that an assistant can give of personal effort. No other feature of library work requires a higher degree of efficiency in the assistant.

A general idea of the amount of work accomplished by the central circulation department may be given through a summary of the statistics for the year. From the open-shelf room 321,923 books were sent out for home use. The following table showing the gains in this feature of the work for each of the past five years will make it possible to appreciate the great increase in 1914:

<i>Year</i>	<i>Gain over previous year</i>
1914.....	32,182
1913.....	10,638
1912.....	13,249
1911.....	7,349
1910.....	7,531

The circulation of foreign books (included in totals given above) was 12,840, giving a gain of 1,619 for the year. There was an increase of 59 in the circulation of books for the blind over the previous year, the total for 1914 being 169 (also included above).

Books to the number of 13,658 were supplied in response to reserve requests. This was an increase of only 183 over the number for 1913, but in this case the small gain is gratifying, as it indicates that fewer borrowers were disappointed by not finding upon the shelves the books they desired.

The number of borrowers registered in 1914 was 33,629, an increase of 7,020 over the number for the previous year. The present total enrollment of borrowers is 60,238, a gain of 9,625 over the total of a year ago. This is the registration for the entire library system and constitutes a large part of the work of the central circulation department.

The book collection of the circulation department now consists of 51,901 volumes, of which 4,352 are in foreign languages and 642 in embossed type for the blind.

The inauguration of regular weekly staff meetings is a feature which promises much for the future. These meetings are held on Wednesday in one week, alternating with Thursday in the following week. The Wednesday meetings are devoted to the discussion of general routine, and suggestions for improvement along all lines are exchanged. The meetings on Thursday are given over to discussions of new books, each member of the staff giving a brief, but concise, report upon two or three of the recent additions to the book collection.

The rapid increase in the work of the department during the past few years, and the consequent crowded condition of the open-shelf room on busy days, points to the not distant approach of the time when enlargement of this room will be imperative if efficient work is to continue. The present comparatively small size renders impossible an approximation of the library ideal of making a large per cent of the collection open to the public, and in addition, its crowded condition makes satisfactory dealing with the public a difficult matter. The lack of concentration in one place of the different rooms in which the work of the department must be done also contributes greatly to a waste of time and effort. That it has been possible to do so much with no greater friction, speaks well for the efficiency of the staff and the general considerate attitude of the borrowers.

ZULEMA KOSTOMLATSKY

Superintendent of Circulation

Reference Department

When you want information, do you think reference department first? Many of Seattle's representative men and women whose opinion is worthy of respect do. What a few of them have said recently in regard to the help they have received from the library may convince you that the library can be of service to you also:

A prominent attorney who is active in civic affairs said: "The subject of municipal government is rapidly becoming one of the most engrossing before the public mind. The public library is exceptionally well qualified to play a helpful part in this matter."

One of the directors of the General Federation of Women's Clubs wrote as follows: "I do appreciate the great service our library force is giving to the club women of our city."

A member of one of Seattle's large real estate firms included the following in a letter: "We will say that, whenever possible, we are recommending most thoroughly your excellent work for business education, and as you know, this office is using your good offices most satisfactorily."

A well-known civil engineer said, "I wish to express my commendation of the methods by which you are making the library system of live practical service to the community."

The editor-in-chief of one of Seattle's daily papers spoke in substance as follows: "I greatly appreciate the help which the reference department has rendered to my staff. There have been a number of times when you have pulled me, personally, out of a hole."

Perhaps even better evidence to the skeptical, of the usefulness of a reference department, would be to have them visit the reference

room on a busy day. If the people who use the room were labelled, one would find business men, club women, labor leaders, representatives of employers' associations, the drys and the wets, debaters, secretaries of commercial organizations, committees of civic bodies, professional and amateur speakers, newspaper men, ministers, city officials (a few), salesmen, students, and teachers. Some from all of these and other classes come, asking for statistics, arguments, statements of authorities, and information of every sort which often must be gleaned from obscure and out-of-the-way places. With the aid of the card catalogue, periodical indexes, and numerous other tools of the librarian, the attendants are usually able to find and select the material that will best serve the needs of any individual who comes to them for assistance.

One day's work of a reference department is much like another—different questions every day, to be sure, and different books, periodicals, pamphlets, and government documents are used to answer them, but the general result is largely the same. Several hundred people come day by day for information, and mostly they go away with the information desired, either in their heads or in their notebooks. So the work of 1914 is not far different from that of 1913, only more of it. However, certain features in the year's work of the various divisions of the department may well be mentioned.

General reference

A list of references on the commission form and the city manager plan of municipal government was mailed to each of the members of the Charter Revision Commission who were elected to draft a new city charter. The library now has the charters of forty-seven cities in the United States. The members of the commission made some use of this material, but more demand for it came from various citizens who were called upon by the commission to assist in the framing of the charter. When the charter came before the people for consideration, previous to voting upon it, many speakers, both those in favor of and those opposed to its adoption, came to the reference department for material which would help them in their arguments.

Following the plan of previous years, we have continued sending lists of references on topics of current discussion or proposed legislation, to the Mayor, the members of the City Council, and other city officials. A few of the subjects included were municipal advertising, fire prevention, state and municipal regulation of public utilities, civil service pensions, cost of operation of motor buses, new sources of municipal revenue, escalators, and taxicab regulation.

In coöperation with the University of Washington Library, there was compiled a union list of periodicals in the University libraries

and the public library. This contains over 1,000 titles and is certain to prove very useful to both libraries.

An arrangement has been made with those of the city departments which publish annual or other reports whereby a certain number, usually 100 copies, are turned over to the library for exchange purposes. Already exchange relations have been established with 58 libraries (city, state, and university) and in this way much useful material is being obtained.

The European war has brought many questions on international law, armaments, resources of the countries involved, and kindred subjects. An effort is being made to collect the important pamphlets and documents bearing on the war which are issued by the various governments. One interesting development since the beginning of the war has been the unusual demand for books on naturalization.

Whether it be of such universal interest as the European war, or of such local interest as the advent of the jitney bus, it would seem that little of importance takes place which does not create a new demand on the reference department for information.

The reference department includes not only the general reference work, but also the work of the Fine Arts, Technology, and Periodical divisions. I give below extracts from the reports of the heads of these divisions.

CHARLES H. COMPTON

Reference Librarian

Fine Arts Division

One of the most important undertakings in this division the past year was the cataloguing of the pictures. This was begun in June and completed in September, under the head cataloguer's supervision, the labelling and verifying of the pictures being done in the Fine Arts division. In connection with this work, Mr. Y. Tanaka and Mr. I. Kuge very kindly translated the titles of our Japanese prints. Early in the year the new vertical filing cases were received and the pictures filed in these, making them much more accessible.

There was a constant interest in music during 1914 and the work of the Standard Grand Opera Company of Seattle has served to stimulate the circulation of opera scores and books about the opera in general. An article written for the *Seattle Sun*, in July, brought many people who had not known before of our music collection, and postcards sent to the musicians of the city brought a ready response.

Several lists were prepared on special subjects, including those on American art, university plans, and dahlias and roses. When the board of freeholders was elected to revise the city charter, a list of material on art commissions was made out and sent to each member.

The library has had ten exhibitions in the gallery this last year—

two exhibits showing the work of the Seattle schools; our own collection of engravings; work of the school children of Japan loaned by Mr. George Enosawa; paintings by Mr. John Butler; historic pictures of Seattle; Forbes' etchings of the Civil War, loaned by Mrs. R. H. Lindsay; the library set of Hiroshige's Tokaido prints; and the annual Christmas exhibition of Madonna and Nativity pictures. In connection with the exhibition of Seattle pictures, which began on June 6th, the anniversary of the Seattle fire, both the Chamber of Commerce and the Seattle Commercial Club gave us notices in their official publications, and one of the daily papers made a special feature of the exhibit.

Since the outbreak of the war in Europe, we have kept two special screens, one in the upper lobby and one in the lower, filled with post-card and other views of towns in the war zone. These views are changed from time to time and serve to give some idea of the localities in which so many people are interested.

Mr. Erastus Brainerd presented the library with six more engravings, Mrs. A. M. Brookes gave us seventy-five photographs of European towns and paintings, Mr. John G. Johnson, of Philadelphia, presented the large three-volume catalogue of his private collection, and Mrs. J. C. Haines gave a volume of Unger's etchings.

Other notable additions to our book collections were: Bernard, Geoffroy Tory: painter and engraver; Raguenet, *Materiaux et documents d'architecture et de sculpture*; Thiis, Leonardo da Vinci; Gibson, Charles Conder, his life and work; Morrison, *The painters of Japan*; Gookin, *Japanese colour-prints and their designers*; Triggs, *Garden craft in Europe*; and Crace, *The art of colour decoration*.

The circulation for the year of books and periodicals was 19,056, being an increase of 1,975 over 1913; the circulation of pictures was 13,718, an increase of 3,963.

ANNIE H. CALHOUN

Head of Fine Arts Division

Technology Division

The needs of practical men, engineers, and manufacturers have continued to be met more thoroughly than ever, due to the increase in the number of books on the many scientific and technical subjects in this division. Aside from these additions, many books and periodicals were borrowed from the Library of Congress and from the John Crerar Library for the use of patrons desiring very special information. Most of these were in foreign languages.

There was a continual increase in the number of mechanics and tradesmen, as well as engineers, who had not used the department before.

By the cutting off of supplies heretofore wholly produced in Eu-

rope and largely used in this country, the war has brought many men to the library for the investigation of new lines of manufacture.

The literature on the geology and technology of petroleum has served a useful and economic purpose due to the oil investigations in this state.

The reference work has been intimately connected with the business and personal achievements of many persons. Of these some had an opportunity to take positions with higher salaries, provided they obtained a better knowledge of their work, while others who had secured good positions found they lacked much necessary information and decided to see what the library could do to aid them. These people almost invariably obtained what they required and usually expressed regret at not having used the library before. A few instances might be mentioned:

A man who had been offered for \$500 a formula for transferring designs to ceramics and textiles on a commercial scale, had about decided to pay that amount when somebody suggested the use of the public library. This saved him the \$500, for he obtained the formula here.

A driller of one of the oil wells in this state could not stop the outburst of gas and liquid from the well and as a last resort came to the library and found the method necessary to stop the flow.

The defendant in a lawsuit relative to the value of some farming land said that he could win the case if he could obtain authoritative data pertaining to the nature of the soil and to the quantity of vegetables that would be raised per acre upon the land. He obtained the information desired.

A foreman of a crew constructing a large steel building found that he was unable to interpret or "read" the working drawings with sufficient knowledge to give his men a rapid and correct explanation of them. A new book on that subject was given to him when his troubles were made known. Some time later he said that the book meant money to him.

The increase during the two years that the technology division has been in separate quarters has been gratifying, the circulation being one-half more in 1914 than in 1912. Engineering books showed the largest gain in 1914 and books on business topics came next. The year's circulation of books on science was 6,287, a gain over 1913 of 1,343; the circulation of technical books was 21,475, being a gain of 4,848.

C. S. THOMPSON
Technology Librarian

Periodical Division

The long-deferred painting of the walls in the periodical room in

September made the greatest improvement in the appearance of the room and was managed in such a way that the room did not have to be vacated at any time during the progress of the work.

The widespread interest in the European war has increased the use of the magazines and newspapers to an appreciable extent, especially the foreign ones. The English illustrated weeklies are literally torn to pieces, and the partisan feeling is shown by scribbled comment in both the German and English periodicals. Some of the French magazines suddenly ceased publication when their editors and publishers were called to arms, but the English and German ones seem little affected as yet. The magazines and newspapers published this year will probably be more valuable to the future historian than any published for many years.

The few new periodicals subscribed for during the year were mainly confined to those added to the Wilson indexes. The total number of periodicals, including duplicates, on file in the different departments and branches was 1,151; the number of newspapers on file in the newspaper room was 210. Sixty-two volumes of newspapers and 731 volumes of periodicals were sent to the bindery during the year. The attendance in the newspaper room was 260,107.

Our circulation shows a good increase over last year, due in part to the steady growth of our work with the schools, where teachers are laying increasing emphasis on current events. For this reason and also because of the greater demand on the part of the general public, we can now keep all the copies of our circulating magazines in constant use for the first three months. Below is given a list of the popular magazines of which the library provides extra copies for home reading. The total circulation of these periodicals was 29,234, an increase of 4,302 over last year and 8,246 over 1912.

General Periodicals for Circulation

American	Forum	Outlook
American City	Good Housekeeping	Primary Education
American Cookery	Harper's Monthly	Review of Reviews
Atlantic	Independent	Scribner's
Bookman	Literary Digest	Strand
Century	McClure's	Survey
Current Opinion	Manual Training	Technical World
Educational Review	North American Review	World's Work
Everybody's	Outing	

Art Periodicals for Circulation

Arts and Decoration	Keramic Studio
Country Life in America	Musical America
Craftsman	Photo-Miniature
Etude	School Arts Book
House Beautiful	Woodworker and Art Craftsman
International Studio	

MARION D. THUM
Head of Periodical Division



Public Library Section of Seattle Child Welfare Exhibit, May 25-31, 1914

Children's Department

Although the record of the year seems to show a rather prosaic chronicle of books circulated, stories told, and lessons given, underneath it all runs the unwritten history of a growth of interest in good books among the children, an increase of good feeling between the library and the schools, and a gradually widening influence on the book taste of the community. The gain for the year in the total juvenile circulation was 105,800, or 29.6 per cent. This large gain is partly due, of course, to the opening of the new Queen Anne and Yesler branches, but much of it comes from a better knowledge of the library and a more intelligent use of its resources on the part of the children and the teachers.

The two events of the year worthy of special notice were the participation of the library in the Child Welfare exhibit and the model aeroplane meet. These are described in detail under the heading of "Publicity".

The attendance at the story hours held in the Central Library and branches was 20,413. Of this number, 2,643 were present at the stories of King Arthur, continued from week to week and told for the first five months of the year. The circulation of the books containing these stories was 723 for the same period. Stories were told in playgrounds, schools, churches, and elsewhere to 9,824 children and adults, making a total story-telling attendance of 30,237.

It has been the custom, for a number of years, to center the interest of the older children's story hour in some special subject, such as Robin Hood, Charlemagne, or King Arthur. We feel, however, that the time and energy spent in preparing and telling these stories may be used to better advantage in other ways and we therefore discontinued them in the fall of 1914. The older children still have stories selected specially for them, but simpler in form and more easily prepared.

The Intermediate collection in the central children's room has been as successful as could be expected, considering the limited number of books available. The circulation for the year was 2,964. Poetry circulated very little—Byron, Keats, Coleridge, and Kipling not at all, and Shakespeare infrequently. The "Blessed damozel" was the most popular in the group. History, travel, and biography went well, and the non-fiction shelves always looked more deserted than the fiction shelves.

At the West Seattle library travel talks have been given, illustrated by baloptican pictures. These proved immensely popular, not only with the children, but also with the teachers, who had not fully realized the educational possibilities of the library. At the University

branch, a trial is being made of the use of moving pictures in the story hour. So far the difficulties encountered have been the limitations of the machine, which is second-hand and rented, and the time consumed in searching for desirable and available films. The children are much interested, naturally, and the books from which the stories are taken have circulated well.

Work with children in the branches is tantalizing because of its untouched possibilities. At Ballard and Yesler, where some of the most interesting work is done and where the need of story hours and clubs is more urgent than in most parts of the city, nothing of the kind is possible because of the heaviness of the daily routine which taxes to the utmost the strength of the assistants and the resources of the library. The addition of a general assistant specially fitted and trained for story telling would be of inestimable value and would give the children's librarians opportunity for the club work which is desirable in a number of the branch libraries.

The annual Christmas exhibit of gift books for children was held in the Teachers' room. More interest seems to have been manifested this year than ever before and the bookstores report a good sale of children's books. The trouble with the exhibit is that it does not reach the mothers who need most to be helped, and also there is the difficulty of getting good, well-made, and inexpensive books. This year an attempt was made to show a number of books fifty cents or less in price, and the response from the parents was immediate. If the funds permit it would perhaps be well next year to print a short list of these less expensive books, adding a few comments on the harm that may be done through an indiscriminate choice of children's books, and calling attention to the exhibits on display in the library and its branches. A widespread distribution of such a list would reach many people who wish for help but do not know where to get it.

Five playground libraries were opened in June and closed the last of August. The circulation was 7,024, a gain of 374 over last year. Eleven hundred and thirty-six children registered as borrowers and there was a story-telling attendance of 1,117. The use of the playground libraries during the early weeks was extremely heavy, but after the close of school and the scattering of the children due to vacation interests, there was a large falling off in circulation.

In spite of the fact that in 1913-14 fewer schools were supplied with schoolroom libraries than in the previous school year, the circulation of 80,107 volumes shows a gain of 7,845. Three hundred and fifteen schoolroom libraries have been sent out, supplying 63 public, 2 parochial, and 5 private schools. Sets of reference books for use in the building were sent to 58 schools, and 41 rooms were furnished sets of picture books, making a total of 414 libraries, 29 less than the total for 1912-13.

Much time has been spent during the year in the preparation for publication of a graded and annotated list of the books available for schoolroom libraries. This list will be of the greatest use to teachers in helping them select books for their libraries, and will also give some of them a wider acquaintance with children's books than it would be possible for them to secure in any other way.

Three hundred and seventy-two lessons on the use of the library have been given during the school year by the head of the Schools Division and the children's librarians, to a total of 3,564 children.

The use of the Teachers' room is slight except as an office for the transaction of business connected with the schoolroom libraries and for the circulation of pictures and clippings. The reference work is very light and is done largely with persons preparing for teachers' examinations. The magazines are used fairly well and there is daily use of the collection of textbooks so kindly loaned us by the Superintendent of Schools. The clippings and picture collections are now in good condition and used constantly. We have at present about 5,800 pictures and 3,800 clippings on subjects connected with geography, history, and other topics in the course of study. An index to the clippings collection has been made which greatly increases its usefulness.

GERTRUDE ANDRUS

Superintendent of Children's Department



Aeroplane Contest Conducted by Public Library, September 5, 1914, to Interest Boys in the Library.

Branch Department

Two red-letter days have been marked by the branch department during 1914. One fell on January 1st and was noteworthy because of the opening of the new branch building on Queen Anne hill; the second came September 15th and brought the opening of the Henry L. Yesler Memorial Branch Library.

As to the success of both of these new branches much might be said. The opening day was devoted, in each case, to receiving visitors and showing them about the building, and taking registrations and explaining the rules governing the use of the branch. In the evening, public exercises were held in the auditorium and addresses were made by city officials; music being furnished on the main floor for the entertainment of the crowd who could not secure admission to the auditorium. At the close of one year's work at Queen Anne and three and a half months' at Yesler, we feel that the use of these branches is such as to entirely justify the extra expense and responsibility incurred. In both places, many have registered who never had used the library in Seattle before; and so large a daily circulation of books has been recorded in the three and a half months at Yesler that the total for this period exceeds by over 5,000 the entire yearly circulation at the Georgetown branch. If nearly a thousand books from the deposit station collection had not been rushed to the rescue of Yesler, the shelves would have been swept clean on many days. Queen Anne also borrowed almost as extensively from the deposit station collection, and even yet the children's collection at that branch is far from able to meet the demand. The following letter, sent by one unhappy parent to the librarian, shows the attitude of the children toward the branch:

"Dear Madam:

Will you please stop John and Mary from getting any more books as we can't get anything out of them at all they won't go to bed at night and won't get up in the morning and won't do anything but read when they do get up.

The circulation of books and periodicals in all the nine branches has been most gratifying throughout the year. Ballard reached the coveted 100,000 with 1,005 to spare, and University, 95,000. The improvements made on the grounds and buildings have left them, at the beginning of 1915, in first-class condition.

The various activities of the branch libraries have been well advertised in the newspapers, in the schools, and by moving pictures; and the public in general, whether they are constant patrons of the library or not, seem to appreciate its usefulness to the community.

Deposit Stations

The gain in circulation at the deposit stations was not as large as had been expected, due largely to the fact that Station No. 1, which had had the largest circulation of any station, was closed September 15th, when the Yesler branch was opened. The books from that station were then transferred to Yesler, together with many others from the deposit station collection. This loan and the one to Queen Anne earlier in the year cut off so large a supply of books that it was necessary to postpone opening new stations. The circulation for these books was credited to the branches, not to the stations; and so the deposit station statistics were reduced materially.

Three new stations were opened during the year. One is at Frederick & Nelson's department store, for the use of employees only. It is in charge of an assistant paid by the firm and is open three hours daily. Another station was opened as an experiment at Madison Park and has not proved enough of a success to warrant its continuance. On December 14th, we opened a station at the Ajax drug store at the end of the Phinney Avenue car-line. It is hoped this will be useful to the people living too far from the Ballard or Green Lake branches to use them to advantage.

The most important change in the general station work for the year was the transfer, on December 31st, of all juvenile books to the Schools Division. We think that the careful supervision given the children's reading by that department, and the cooperation of the teachers, will increase the usefulness of the books.

The miscellaneous stations, i. e., those at fire-engine houses, the Y. W. C. A. summer camp, the Florence Crittenden Home, the Everett Smith Home, various mothers' clubs and parent-teacher associations, and the Collins Playfield (where the books were used by playfield instructors from all over the city), were administered in the same manner as in previous years. We have sent a large number of magazines to the city jail and stockade, and to the Electric Company's car barns.

JOSEPHINE TABER

Superintendent of Branches and Deposit Stations

Order Department

The number of volumes in the library January 1, 1914, was estimated as 203,843. During the year 35,773 volumes were added by purchase and 1,907 by gift and exchange, a total of 37,680 volumes. This is a gain of 4,440 volumes over the number of volumes added in any previous year. The net loss by reason of volumes lost, discarded, etc., was 7,642, making the net additions 30,038 volumes, and the total number of volumes in the library at the end of the year, 233,881.

In addition to the books accessioned and shelf-listed, a large number of volumes have been added to the document collection, many of which are not catalogued. This collection is growing rapidly and the reports and other publications are in constant use, a proof of the public's appreciation of them. All this work is done by Mr. Mitchell of the Reference department. The additions to the document collection during the year numbered 14,041 pamphlets and 1,050 volumes.

The amount of money spent for books, maps, etc., including the cost of transportation, amounted to \$35,391.66, making the average cost per volume 98 cents. Although 4,440 more volumes were added in 1914 than in the previous year, the expense for freight and express was not increased, due possibly to the lower rates for express and our arrangement for having all small packages sent through a New York dealer for enclosure in his freight shipments.

A collection of 7,103 volumes was bought for the new Yesler branch library, 504 books in foreign languages were placed in circulation at the Central Library, and a number of books for the blind (in New York point, American Braille, and Moon type) were added.

More discarded books than ever before have been supplied to small town and school libraries, logging camps, prisons, and reformatories. Some books and magazines have also gone to Alaska.

HELEN GRACIE

Head of Order Department

Catalogue Department

It has been the aim of the catalogue department this year to simplify and systematize the process of cataloguing, and to eliminate unnecessary duplication and details. With this in view, several technical changes have been made, resulting in greater efficiency and leaving more time for other work.

The experiment of ordering Library of Congress cards at the same time the books are ordered has proved satisfactory. The great advantage of having the cards ready for the catalogue as soon as the books are ready for use, in our opinion far outweighs the disadvantages of the plan.

The work of the year in this department included the cataloguing of 37,160 volumes, an increase of 6,503 over the previous year. In cataloguing these books, 109,287 cards were prepared, of which number 63,276 were Library of Congress printed cards and 46,011 were typewritten cards. Of the books catalogued, 4,521 were duplicates for the school and deposit station collections and 19,652 were new titles. In addition to the books, 1,729 pamphlets and 102 pieces of sheet music were catalogued.

The Queen Anne branch catalogue was completed and a card shelf list and catalogue made for the new Yesler branch. For the art department collection of 5,500 pictures, including reproductions of the various schools of painting, architectural views, portraits, sculpture, Japanese prints, and stencils, a very simple card catalogue was made.

A beginning has been made on an official catalogue or name list, using as a nucleus the original author cards for all books catalogued since March 1st. These cards contain Library of Congress card order numbers and complete tracing or notes of all cards made for each book. This official catalogue will be kept in the catalogue room and will simplify the work of the department, especially in cataloguing books for the branches.

This library is participating in an experiment being conducted by a committee of the American Library Association, the object being to secure and tabulate information regarding the cost and methods of cataloguing in a large number of libraries. Each library taking part catalogues 100 titles according to instructions prepared by the committee. It is hoped that the work of this committee may result in standardizing methods, eliminating non-essentials, simplifying routine, and reducing the cost of cataloguing.

KATE M. FIRMIN

Head of Catalogue Department

Appendix A

Library Staff, December, 1914

EXECUTIVE DEPARTMENT

Librarian.....	JUDSON T. JENNINGS
Librarian's secretary.....	EFFIE LOUISE CHAPMAN
Auditor.....	JEANNE A. BOWMAN
Office assistant.....	MARY E. JENKINS
Multigrapher.....	ROWLAND T. SANDERS*

ORDER DEPARTMENT

Chief.....	HELEN GRACIE
Assistants.....	GERTRUDE H. CROCKER, FLORENCE E. McLAUGHLIN*, E. FAY WOOLSEY
Stenographer.....	COLLENE F. HUGHES
Paster and finisher.....	BERENICE M. NORTON
Helper.....	MRS. MABEL B. KAYLOR*
Page.....	WILFRID BUDDEN*

CATALOGUE DEPARTMENT

Chief.....	KATE M. FIRMIN
First assistant.....	HELEN GILLETTE
Assistant cataloguers.....	RUTH E. BROWNE, LUCIA HALEY, AGNES HANSEN, MARY E. MORTON†, KATHARINE T. WALSH
Shelf-lister.....	C. ISABELLE WHEELER
Card-filer.....	HARRIET C. ALLISON
Typists.....	AGNES CARRUTHERS, ELIZABETH CRANE‡, ALMA A. LITTLE, IRMA G. POND
Helpers.....	PEARLE DEMPSEY*, MARGERY HEISLER†, MRS. MABEL B. KAYLOR*†

CIRCULATION DEPARTMENT

Superintendent of circulation.....ZULEMA KOSTOMLASKY
First assistant superintendent of circulation.....MARY N. BAKER
Second assistant superintendent of circulation,
 MRS. MARGARET MEYDENBAUER
Assistants...LILLIAN E. COLLINS, DONNA DUNLAP, ESTHER F.
FLEMING, MARIAN HALLER, BLANCHE H. JOSSELYN,
FLORENCE E. McLAUGHLIN*, MABEL MILLER, ELLA
L. MORGAN†, FANNIE E. REYNOLDS, ELEANOR S.
STEPHENS, WINIFRED WASHBURN
Telephone operator.....MARGARET HARMON
Collector and guard.....WALTER S. YOUNG
Head page.....EDNA Z. NICHOI
Pages.....FRED BARRETT*, JAMES JENKINS*, ARTHUR KING*,
ARTHUR PIERCE*, CLYDE POND, GILBERT RANKEN,
HELEN E. SIDLER, ADDIS WALKER*

REFERENCE DEPARTMENT

Reference librarian.....CHARLES H. COMPTON
Assistant reference librarian.....MRS. GERTRUDE F. HESS
Reference attendants.....MELLIE K. ALEXANDER, DU BOIS MITCHELL
Pages.....DONALD COLMAN*, FORREST W. CROSBY,
RUSSEL PETERSON*, CYRIL RUMBLE*

*Part time. †Temporary.

Fine Arts and Technology Divisions

Head Fine arts division.....ANNIE H. CALHOUN
 Assistant.....OLIVE E. BETTINGER
 Technology librarian.....CLAUDE S. THOMPSON
 Pages.....DUDLEY CODDINGTON*, ROBERT SHEARER*,
 CHARLES WELLS

Periodical Division

Head.....MARION D. THUM
 Assistants.....ELSIE ENGLISH*, EARL KAISER*,
 ELIZABETH KIRKWOOD
 Page.....SAM F. HOWK
 Custodian of newspapers.....A. J. VILLARS
 Evening attendants, newspaper room,
 BERT NEELY*, RALPH F. RAWSON*

CHILDREN'S DEPARTMENT

Superintendent.....GERTRUDE E. ANDRUS

Schools Division

Head.....MARGARET LATHROP
 Assistant.....MARJORIE ZINKIE

Central Children's Room

Children's librarian.....AUGUSTA ANDERSON
 Assistants.....LILLIAN ANDERSON*, ETHEL MOURANT,
 ADDIE J. PHINNEY
 Page.....HARRY W. OLSEN

BRANCH DEPARTMENT

Superintendent of branches.....JOSEPHINE G. TABER
 Assistants.....EVA W. GRAVES, MARGARET D. HARGRAVE,
 GLADYS F. HESS*, ALICE F. KITTREDGE,
 MRS. O. E. THOMPSON*
 Story-teller.....PAULINE KRENZ*†
 Mender.....EVELYN BUTLER*
 Messengers.....WALTER ADAMS, WILL SHIRHAN*

Ballard Branch

Branch librarian.....EDITH R. MORSE
 Children's librarian.....ESTELLA M. SLAVEN
 Assistants.....FLORENCE HOVEY, LUCIA E. STOLL
 Pages.....GEORGE LINDSTROM*, HARRY STANTON*
 Janitor.....JOHN CHESSHIRE

Columbia Branch

Branch librarian.....LAURENTINE MEISSNER
 Page.....ELSIE ST. ARNOLD*
 Janitress.....MRS. FANNIE ATKINSON*

Fremont Branch

Branch librarian.....EMMA K. McCULLOUGH
 Page.....ANNIE ANDERSON*
 Janitress.....MRS. GEORGE GOODWIN*

*Part time. †Temporary.

Georgetown Branch

Branch librarian.....AGNES V. JOHNSON
Page.....ARTHUR BROWN*

Green Lake Branch

Branch librarian.....MARY A. BATTERSON
Children's librarian.....LOURETTA C. COLE
Assistant.....MARY E. KEENEY
Page.....HARRY COWAN*
Janitor.....C. H. FOSTER

Queen Anne Branch

Branch librarian.....FRANCES LOUISE HOLMES
Children's librarian.....SALLY CLARKSON
Page.....MAC TREISCH*
Janitor.....W. H. SCOWCROFT

University Branch

Branch librarian.....MRS. MARY W. DENNIS
Children's librarian.....MARY B. HUNTER
Assistants.....HELEN K. CARSON, NELL UNGER*
Page.....PAUL DE BRUYN*
Janitor.....WILLIAM CLAYTON

West Seattle Branch

Branch librarian.....CHRISTINA R. HARGRAVE
Children's librarian.....JEAN P. LANE
Page.....WILLIAM HARDY*
Janitor.....A. C. SCHOONMAKER

Henry L. Yesler Memorial Branch

Branch librarian.....ALEXANDRINE LA TOURETTE
Children's librarian.....ANNE HALL
Assistants.....FLORENCE C. GANDOLFO*, MRS. L. THOMASSON
Page.....ARTHUR CONNELL*
Janitor.....JAMES DUBBIN

BINDERY

Foreman.....HARRY W. HYDE
Forwarders.....WILLIAM CONRAD, ALEXANDER M. FINDLAY,
WILLIAM A. FISHER, CREIGHTON A. MARTIN
Stitchers.....BERTHA BREKKE, FRED A. GRUNERT,
ELLA C. McGONAGLE, MRS. ORA ROOD
Apprentice.....PERRY BRABON

MECHANICAL DEPARTMENT

Chief engineer.....HARRY R. ROGERS
Assistant engineer.....JOHN H. COKE
Elevator man.....C. G. OYSTON
Elevator man and watchman.....LEONARD WILLIAMS
Night watchman and janitor.....JAMES LONNEY
Janitors.....ERNEST CRAGGS, GEO. W. F. GOODWIN,
PHILIP LIDSTON, S. A. ROSHON
Cleaners.....MRS. J. W. GREATHOUSE, YULAH MARTIN,
MRS. M. RICHARDSON

*Part time.

Appendix B

Statistics according to form adopted by American Library Association

Annual report for the year ending December 31, 1914.
 Seattle Public Library, Seattle, Washington.
 Population, 313,029 (U. S. Census Bureau estimate, July 1, 1914).
 Free for lending; free for reference.
 Central library; 9 branches; 8 stations. Other agencies: 70 schools (519 collections in 356 school rooms), 30 fire-stations, 5 playgrounds, and 5 charitable institutions.
 Central library open 365 days; for lending, 78 hours per week; for reading, 86 hours per week.
 203,843 volumes January 1, 1914; 34,833 added during the year by purchase; 1,907 added by gift or exchange; 940 added by binding; 7,837 volumes withdrawn.
 Total number of volumes January 1, 1915, 233,881.
 14,041 pamphlets added during the year.
 Loaned for home use: Fiction, 744,655 volumes (adult, 493,410; juvenile, 251,245).
 Loaned for home use: Total, 1,203,743 volumes (adult, 746,317; juvenile, 457,426).
 Number of volumes sent to agencies (not included in circulation): 15,270 to schools; 2,580 to branches.
 Number of prints lent for home use, 15,094; clippings, 4,795.
 Number of borrowers registered during the year, 33,629 (adult, 25,158; juvenile, 8,471). Total number of registered borrowers, 60,238 (adult, 45,433; juvenile, 14,805). Registration period, 2 years.
 Newspapers: 198 titles, 210 copies; periodicals, 628 titles, 1,151 copies.
 Number using reading rooms: No count kept.

RECEIPTS FROM

Unexpended balance	\$ 6,382.84
Local taxation	138,727.26
Fines and sale of publications.....	5,079.65
Gifts	3,950.00
Other sources (10 per cent of city's receipts from licenses, fines, and fees).....	42,560.11
Total	\$196,699.86

PAYMENTS FOR

Maintenance	
Books	\$ 35,391.66
Periodicals	3,165.33
Binding (including salaries).....	11,250.20
Salaries, library service.....	87,336.94*
Salaries, janitor service (central).....	9,704.65
Rent	892.40
Heat	2,172.53
Light	3,092.65
Other maintenance	14,798.62
Total maintenance	\$167,804.98
Extraordinary	
New buildings	30,235.32
Other unusual expenses	3,431.41
Grand total	\$201,471.71

*Includes branch janitors.

Appendix C—Table I

Total Circulation by Classes, 1914

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremon't Branch	George'n Branch	Green L. Branch	A. Queen Branch	Univ. Branch	W. S. Branch	Yesler Branch	Schools	Play-grounds	Deposit Stations	Total	Percentage
General works	2,442	809	426	471	91	899	74	953	675	50	50	89	12	7,041	.58
Philosophy	9,880	575	192	321	95	430	535	654	454	183	5	245	13,569	1.10
Religion	7,372	1,275	451	435	238	769	680	1,029	624	461	1,850	132	301	15,617	1.28
Sociology	13,084	1,296	538	640	306	1,036	1,088	1,830	871	438	659	36	688	22,520	1.84
Fairy tales	7,808	5,198	2,225	2,570	1,875	3,315	3,771	3,876	1,694	2,507	8,740	971	1,365	45,916	3.75
Philology	3,792	2,884	1,084	417	953	2,588	1,488	1,859	960	1,384	265	122	332	18,145	1.48
Natural science	8,319	1,767	573	753	480	1,243	1,058	1,536	683	652	4,314	99	407	21,894	1.79
Useful arts	23,667	3,292	1,636	1,777	938	2,784	2,072	3,219	1,738	1,156	1,367	36	1,409	45,091	3.68
Fine arts	23,573	2,709	1,437	1,410	767	2,528	2,378	3,099	1,641	1,387	846	69	993	42,837	3.50
Literature (except fiction)	27,874	4,777	1,615	1,896	1,834	3,933	2,649	4,680	2,398	1,797	3,097	237	1,043	57,830	4.73
Travel	14,736	4,462	1,298	1,540	1,038	2,671	2,792	2,782	2,291	1,493	6,815	135	1,882	43,991	3.60
History	14,064	3,556	1,326	1,467	926	2,842	1,885	3,188	1,648	1,470	6,877	329	1,289	40,857	3.34
Biography	12,723	2,273	894	934	511	1,614	1,321	1,929	900	809	4,688	154	1,173	29,923	2.44
Fiction	284,218	62,443	29,381	35,694	23,292	50,879	47,366	59,922	30,802	25,665	40,523	4,615	43,855	744,655	60.86
Books for blind	169	2	28	199	.03
Pictures	17,232	389	60	98	129	516	5	154	1,033	273	19,839	1.62
Periodicals	29,720	3,298	2,540	1,794	1,253	4,312	2,102	4,414	3,833	382	53,648	4.38
Total	500,673	101,005	45,704	52,217	34,792	82,359	71,264	95,124	52,245	40,123	80,107	7,024	60,995	1,223,632	100.00

Appendix C—Table 2

Adult Circulation by Classes, 1914

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	George'n Branch	Green L. Branch	Queen A. Branch	Univ. Branch	W. S. Branch	Yesler Branch	Deposit Stations	Total	Percentage
General works	440	364	21	235	14	193	52	102	226	12	11	1,670	.22
Philosophy	9,811	533	172	309	89	410	516	614	434	177	237	13,302	1.75
Religion	5,976	452	165	223	59	306	279	564	353	125	125	8,627	1.13
Sociology	12,112	947	326	494	205	699	795	1,394	610	280	555	18,419	2.42
Philology	2,363	91	37	31	11	73	95	206	73	25	54	3,059	.40
Natural science	6,287	378	128	134	58	272	276	476	203	119	211	8,542	1.12
Useful arts	21,483	1,859	923	852	553	1,611	1,061	2,031	1,105	547	1,091	33,117	4.35
Fine arts	20,428	1,177	472	524	258	1,048	995	1,409	787	353	561	28,012	3.68
Literature (except fiction)	23,982	2,380	612	1,039	679	1,514	1,155	2,724	1,030	463	548	36,126	4.74
Travel	10,772	1,969	426	665	345	925	1,008	1,113	734	390	1,176	19,524	2.56
History	9,495	1,052	355	560	220	661	483	1,484	404	253	603	15,570	2.04
Biography	10,292	1,121	338	452	128	488	405	993	321	186	709	15,433	2.03
Fiction	233,532	36,514	18,050	23,219	14,025	31,336	28,329	38,019	20,055	13,382	36,949	493,410	64.80
Books for blind	169	2	28									199	.03
Pictures	13,718	178		40		360	1	31	763	3		15,094	1.99
Periodicals	29,324	2,952	2,319	1,724	1,002	4,137	1,774	4,268	3,471	336		51,207	6.74
Total	410,184	51,969	24,372	30,501	17,648	44,033	37,225	55,428	70,570	15,651	42,870	761,411	100.00

Appendix C—Table 3

Juvenile Circulation by Classes, 1914

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	George'n Green L. Branch	Queen A. Branch	Univ. Branch	W. S. Yesler Branch	Schools	Play-grounds	Deposit Stations	Total	Percentage		
General works	2,002	445	405	236	77	705	22	851	449	38	50	89	1	5,371	1.16
Philosophy	69	42	20	12	6	20	19	40	20	6	5	8	267	.05	
Religion	1,336	823	286	212	179	453	401	455	271	336	1,850	132	176	6,990	1.51
Sociology	972	349	212	146	100	337	292	436	261	158	659	36	133	4,101	.89
Fairy tales	7,808	5,193	2,225	2,570	1,875	3,315	3,771	3,876	1,694	2,507	8,740	971	1,366	45,916	9.93
Philology	1,429	2,793	1,047	386	928	2,515	1,393	1,653	837	1,359	266	122	278	15,086	3.26
Natural science	2,032	1,389	445	619	422	971	782	1,060	480	543	4,314	99	196	13,352	2.89
Useful arts	2,184	1,433	713	925	385	1,173	1,011	1,188	632	603	1,367	36	318	11,974	2.59
Fine arts	3,145	1,532	965	886	503	1,480	1,383	1,690	854	1,034	846	69	432	14,825	3.21
Literature (except fiction)	3,892	2,397	1,003	857	1,155	2,419	1,494	1,956	1,368	1,334	3,097	237	495	21,704	4.68
Travel	3,954	2,493	872	875	742	1,745	1,784	1,659	1,557	1,109	6,815	135	706	24,467	5.30
History	4,569	2,504	971	907	705	2,181	1,402	1,704	1,244	1,217	6,877	329	686	25,297	5.47
Biography	2,431	1,152	556	482	383	1,126	916	936	579	623	4,688	154	464	14,490	3.14
Fiction (including picture books)	50,686	25,929	11,331	12,475	9,267	19,543	19,037	21,903	10,747	12,283	40,523	4,615	12,906	251,245	54.36
Pictures	3,514	211	60	58	129	156	4	123	270	270	4,795	1.04	
Periodicals	396	346	221	70	251	175	328	146	362	46	2,341	.51	
Total	90,489	49,036	21,332	21,716	17,144	38,326	34,039	39,696	21,675	23,472	80,107	7,024	18,165	462,221	100.00

Appendix D

Financial Statement

Available library fund balance in city treasury
January 1, 1914.....\$ 6,382.84

RECEIPTS

Library collections	\$ 5,079.65
Licenses, fines, and fees.....	42,560.11
Taxes	138,723.51
Total receipts from city.....	\$186,363.27
Cancelled warrants	3.75
Carnegie donations	3,950.00
	190,317.02
Total available for 1914.....	\$196,699.86

EXPENDITURES

Central library

Library staff payroll	\$ 59,402.08
Building payroll	9,704.65
Repairs and alterations	1,835.48
Fuel	1,269.79
Light	2,208.60
Power	654.85
Water	226.10
Telephones	36.30
General expense	901.11
	\$ 76,238.96

Branch libraries

Payroll (including janitors)	\$ 27,934.86
Fuel	902.74
Light	884.05
Water	106.60
Telephones	368.80
Rent, Fremont	635.00
Light and heat, Georgetown	257.40
Drayage	260.65
General expense	1,572.39
	\$ 32,922.49

General and undivided expenses

Building supplies	1,411.66
Furniture, fittings, and fixtures	1,973.64
Stationery, printing, and supplies	5,451.04
Books and maps	35,391.66
Periodicals and newspapers	3,165.33
Bindery payroll	8,936.00
Bindery supplies	2,314.20
	\$ 58,643.53

 Total maintenance\$167,804.98

Extraordinary expenditures

Painting, central library	679.00
Painting, branch libraries	1,862.96
Furniture for Ballard branch	86.84

 Total extraordinary expenditures 2,628.80

Buildings and grounds

Central library, shrubbery.....	\$ 404.38
Columbia branch building.....	1,147.45
Queen Anne branch building.....	143.33
Henry L. Yesler Memorial branch:	
Building	\$21,281.71
Heating and ventilating.....	2,670.14
Plumbing	1,132.50
Wiring and fixtures.....	1,301.12
Furniture	1,556.96
Improving grounds	1,002.11
	28,944.54

Shrubbery for branches 398.23

 Total buildings and grounds..... 31,037.93

 Total expenditures 201,471.71

 Deficit December 31, 1914..... \$ 4,771.85

Publications of the Library

Sent free of charge on application to the library.

Annual reports. 5th-9th, 13th-24th. 1895-1899, 1903-1914.

The 1st, 2d, and 3d reports were published in "Seattle municipal reports" for 1891, 1892, and 1893; the 4th, 10th, 11th, and 12th were never printed; the 5th, 6th, 9th, 15th, 17th and 20th are out of print.

Monthly bulletin. v. 1-4, 5-7. Nov.1896-Dec.1900, Jan.1905-Dec.1907.

None were published Jan.1901-Dec.1904; discontinued Dec. 1907. v. 1, no. 1, v. 2, no. 5, v. 3, nos. 1-12, v. 4, nos. 1 and 2, are out of print.

Proceedings at the opening of the Seattle Public Library building, December 19, 1906. 32 p.

Out of print.

Periodicals currently received by the Seattle Public Library and by the Library of the University of Washington. Ed. 1. 1909. 30 p. Ed. 2. 1910. 31 p.

Union list of periodicals in the University of Washington libraries and the Seattle Public Library. 1914. 47 p.

Scheme of library service. 1909. 4 p. (Also in 19th annual report, 1909.)

— Same. Revised. 1912. 4 p. 1914. 12 p.

FINDING LISTS

English prose fiction. 1903. 126 p. Useful arts. 1905. 45 p.

Natural science. 1905. 34 p. Fine arts. 1908. 64 p.

REFERENCE LISTS

These lists have been compiled and printed to render easily accessible the material in this library on the various subjects.

Subject list of Catholic books in the Seattle Public Library. January 1909. 45 p.

Published under the auspices of the Knights' of Columbus, Seattle Council. Obtainable also at the library.

Books relating to engraving. April 1909. 8 p.

List of books about birds. July 1909. 11 p.

Books of interest to Sunday-school workers. 1910. 16 p.

Published by the King County Sunday-school Association. Out of print.

Municipal plans; a list of books and references to periodicals in the Seattle Public Library. Compiled by Katharine McMicken. Reference list no. 1. April 1910. 13 p.

List of books for teachers. Compiled by Gertrude F. Hess. Reference list no. 2. May 1910. 22 p.

Pacific Northwest; a brief descriptive list of books, with suggested outline of study. Compiled by Katharine B. Judson. Reference list no. 3. May 1910. 12 p.

Municipal government; a list of books and references to periodicals in the Seattle Public Library. Reference list no. 4. January 1911. 31 p.

List of books for schoolroom libraries, grades 3-8. School list no. 1. June 1911. 27 p.

Christmas list of gift books for children. November 1911. 13 p.

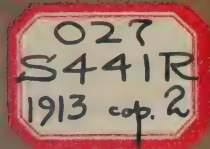
Harbors and docks; a list of books and references to periodicals in the Seattle Public Library. Reference list no. 5. February 1913. 40 p.

A list of books for women in the home and in business. Reference list No. 6. November 1913. 45 p.

Shorter lists on such subjects as pottery and porcelain, landscape gardening, and domestic architecture, have also been compiled and printed.

Summary of Statistics

	1913	1914
Population (U. S. Census Bureau estimate July 1)	295,226	313,029
Number of volumes December 31	203,843	233,881
Number of volumes added during the year.....	28,491	30,038
Number of periodicals received including duplicates	1,075	1,151
Number of newspapers received, including duplicates	223	210
Number of borrowers registered during the year..	26,609	33,629
Total registration December 31	50,613	60,238
Percentage of population registered as borrowers	17	19
Circulation of books for home use:		
Central library	447,338	500,673
Ballard branch	74,277	101,005
Columbia branch	34,724	45,704
Fremont branch	43,478	52,217
Georgetown branch	32,369	34,792
Green Lake branch	74,501	82,359
Queen Anne branch	71,264
University branch	77,173	95,124
West Seattle branch	45,656	52,245
Yesler branch	40,123
Schools	72,262	80,107
Playgrounds	6,650	7,024
Deposit stations	42,635	60,995
Total	951,063	1,223,632
Circulation per capita	3.2	3.9
Percentage of fiction circulation to total circulation	62	60.8
Tax rate6 mills	.65 mills
Total receipts from city	\$173,171.19	\$186,367.02
Expenditures for salaries	82,957.05	97,041.59
Expenditures for books	32,587.82	35,391.66
Expenditures for periodicals	2,834.42	3,165.33
Expenditures for binding	10,688.14	11,250.20
Other operating expenses	17,060.24	20,956.20
Total regular expenditures	146,127.67	167,804.98
Extraordinary expenditures	64,608.12	33,666.73
Total expenditures	210,735.79	201,471.71



Seattle Public Library
Twenty-third Annual Report
1913

Central Library

Fourth Avenue and Madison Street.

Telephone Main 2466

Hours of Opening

Week days	9 a. m. to 10 p. m.
Sundays and holidays	2 p. m. to 10 p. m.

The Children's room is open on week days from 9 a. m. to 9 p. m. and is closed on Sundays and holidays.

Branch Libraries

Open from 2 to 9 p. m. except on Sundays and holidays

		Telephone No.
Ballard	2026 Market St.	Ballard 158
Columbia	4921 Rainier Blvd.	Rainier 67
Fremont	3425 Fremont Ave.	North 348
Georgetown	13th S. and Stanley	Sidney 58
Green Lake	E. Green Lake Blvd. and 4th N. E.	Kenwood 850
Queen Anne	4th W. and W. Garfield	Queen Anne 1918
University	10th N. E. and E. 50th	Kenwood 703
West Seattle	College W. and 42d S. W.	West 468
Yesler Memorial	23d and Yesler (under construction)	

Deposit stations

Weed's Pharmacy	26th S. and Jackson	Beacon 4080
South Park Pharmacy	Dallas Ave. and Rose St.	Sidney 192
Montera Pharmacy	Rainier Beach	Beacon 819
Madrona Pharmacy	1139 34th Ave.	East 1805
South Park Playfield	8th S. and Thistle	Sidney 90
Mission Pharmacy	901 19th Ave. N.	East 532

The use of the library for reading and reference is free to all.

Any resident of Seattle may draw books from the library without charge on signing at the central library or at one of the branches or deposit stations, the proper application and agreement.



Queen Anne Branch Library

Twenty-third Annual Report

of the

Seattle Public Library

1913



Press of
The Mutual Engraving & Printing Co.
Seattle, Washington.



Library Board, 1913-14

The seven members of the Library Board are appointed by the Mayor, one member each year for a term of seven years.

GEORGE E. WRIGHT	Term expires April 1, 1914
O. H. P. LA FARGE	Term expires April 1, 1915
SAMUEL KOCH	Term expires April 1, 1916
JOHN W. EFAW	Term expires April 1, 1917
DANIEL B. TREFETHEN	Term expires April 1, 1918
ADELE M. FIELDE	Term expires April 1, 1919
J. ALLEN SMITH	Term expires April 1, 1920

Officers of the Board

GEORGE E. WRIGHT	<i>President</i>
DANIEL B. TREFETHEN	<i>Vice-president</i>

The Librarian serves as secretary of the Board

Standing Committees

Administration: MESSRS. TREFETHEN, EFAW, and KOCH
Art Gallery: MISS FIELDE, MESSRS. KOCH and LA FARGE
Books and Periodicals: MESSRS. LA FARGE and SMITH and MISS FIELDE
Branches and Delivery Stations: DR. KOCH, MISS FIELDE, and DR. SMITH
Buildings and Grounds: MESSRS. EFAW, LA FARGE, and TREFETHEN
Finance: MESSRS. SMITH, TREFETHEN, and EFAW

Library Staff, December 1913

JUDSON T. JENNINGS	Librarian
HELEN GRACIE	Chief of order department
BERTHA WAKEFIELD	Chief of catalogue department
ETHEL R. SAWYER	Superintendent of circulation
CHARLES H. COMPTON	Reference librarian
GERTRUDE E. ANDRUS	Superintendent of children's department
JOSEPHINE TABER	Superintendent of branches
AGNES F. P. GREER	Librarian Ballard branch
ANNE E. HALL	Librarian Columbia branch
EMMA K. McCULLOUGH	Librarian Fremont branch
LETA E. TOWNER	Librarian Georgetown branch
MARY A. BATTERSON	Librarian Green Lake branch
F. LOUISE HOLMES	Librarian Queen Anne branch
MRS. MARY W. DENNIS	Librarian University branch
CHRISTINA HARGRAVE	Librarian West Seattle branch
HARRY W. HYDE	Foreman of bindery
HARRY R. ROGERS	Chief engineer

TWENTY-THIRD ANNUAL REPORT

*To the Honorable, the Mayor, and City Council
of Seattle.*

Gentlemen: In behalf of the Library Board of the City of Seattle, I herewith transmit the report of the Library department for the year 1913.

Respectfully

GEORGE E. WRIGHT
President

Seattle, Washington, January 1, 1914

Report of the Librarian

To the Library Board of Seattle:

I have the honor to report as follows on the work of the Seattle Public Library during the year ending December 31, 1913:

Changes in Board of Trustees

There were three changes on the Library Board: Judge Samuel Morrison resigned January 1st, Dr. Frederick M. Padelford's term expired April 1st, and Mr. Jacob Schaefer resigned May 26th. To fill these vacancies Mayor Cotterill appointed Mr. O. H. P. La Farge, Dr. J. Allen Smith, and the Reverend Samuel Koch.

Volumes

On January 1, 1914, there were 203,843 volumes in the library, the net additions for the past year having been 28,491.

Distributing agencies

The library system now has a total of 495 distributing agencies—the central library, 7 branch libraries, 6 drugstore deposit stations, 24 engine houses, 443 schoolrooms, 6 playgrounds, and 8 special deposit stations (institutions, etc.)—an increase of 16 over the previous year.

Registration

The number of registered borrowers on December 31, 1913, was 50,613. Of this number, 12,033 were juvenile, which does not include the large number of children who take out books only from the class rooms of the public schools. The total number of borrowers registered during the year was 26,609. Borrowers are required to re-register every two years.

Circulation

The total number of books loaned for home use was 951,063, a gain of $11\frac{1}{2}\%$ over the previous year. Juvenile books constituted 37% of the total circulation. The fiction circulated was 62% of the total.

Branches

While no new branches were opened in the year 1913, the Queen Anne branch at 4th Avenue West and West Garfield Street was completed, equipped with furniture, and provided with books, the opening exercises being held on January 1, 1914. This branch was built from the \$35,000 donation provided by Mr. Carnegie. The style of the building is English scholastic Gothic. Photographs of the building are given elsewhere in this report.

The contracts for the Henry L. Yesler Memorial Branch Library at 23d Avenue and Yesler Way were let August 6th and the building should be ready for use about July 1, 1914. For this branch the Library Board purchased an additional piece of ground at 24th Avenue and Yesler Way, so that the site now extends from 23d Avenue to 24th, facing south on Yesler Way.

Although the Library Board now owns a site for a permanent branch building in Columbia, at Rainier Avenue and Alaska Street, and has available a Carnegie donation of \$35,000 for the building, nothing has yet been done toward the preparation of final plans or the construction of the building. The new street grade at this point will be from six to ten feet higher than the present street level, and work on the branch library plans has been delayed in the hope that this street grading might soon be finished.

Publicity

Mr. Compton, reference librarian, has been given charge of the publicity work of the library and a summary of the advertising of the past year is given in his report on the reference department.

Great Northern Suit

On July 9th, at the request of the Library Board, suit was brought by the Corporation Counsel against the Great Northern Railway Company, the Northern Pacific Railway Company, and the Seattle & Montana Railroad Company for damages to the central library building, claimed to be due to settlement caused by the Great Northern tunnel.

Staff

While there were many changes in the staff during the year, the heads of departments remained the same. Three of the seven branches had new librarians. Anne Hall, children's librarian at the University branch, was transferred to the Columbia branch to take the place of the librarian, Fannie Dudgeon, who resigned to return to her home in

Chicago. Christina Hargrave, assistant at the Green Lake branch, was promoted to the librarianship of the West Seattle branch to fill the vacancy caused by the resignation of Marion Higgins, who had accepted another position in Colorado. Stella Hoyt, librarian of the Ballard branch, resigned to be married, and Agnes Greer, a graduate of the Pratt Institute School of Library Science, was appointed to the position.

The members of the staff have given faithful service and great credit is due them for the work accomplished.

Binding

The library bindery turned out 20,777 volumes of binding and rebinding, in addition to the usual amount of miscellaneous and repair work and the gilding of call numbers on 41,141 books. The total cost of operating the bindery was \$10,688.14.

Extension of hours

Beginning September 21st, the hour of opening for the central library on Sundays and holidays was changed from 3 p. m. to 2 p. m., the closing hour remaining the same, 10 p.m.

Finances

The total receipts for the year were \$204,221.19, of which \$31,050 was from Mr. Carnegie for the Queen Anne branch. The total expenditures were \$210,735.79. These are both itemized in some detail on pages 27 and 28.

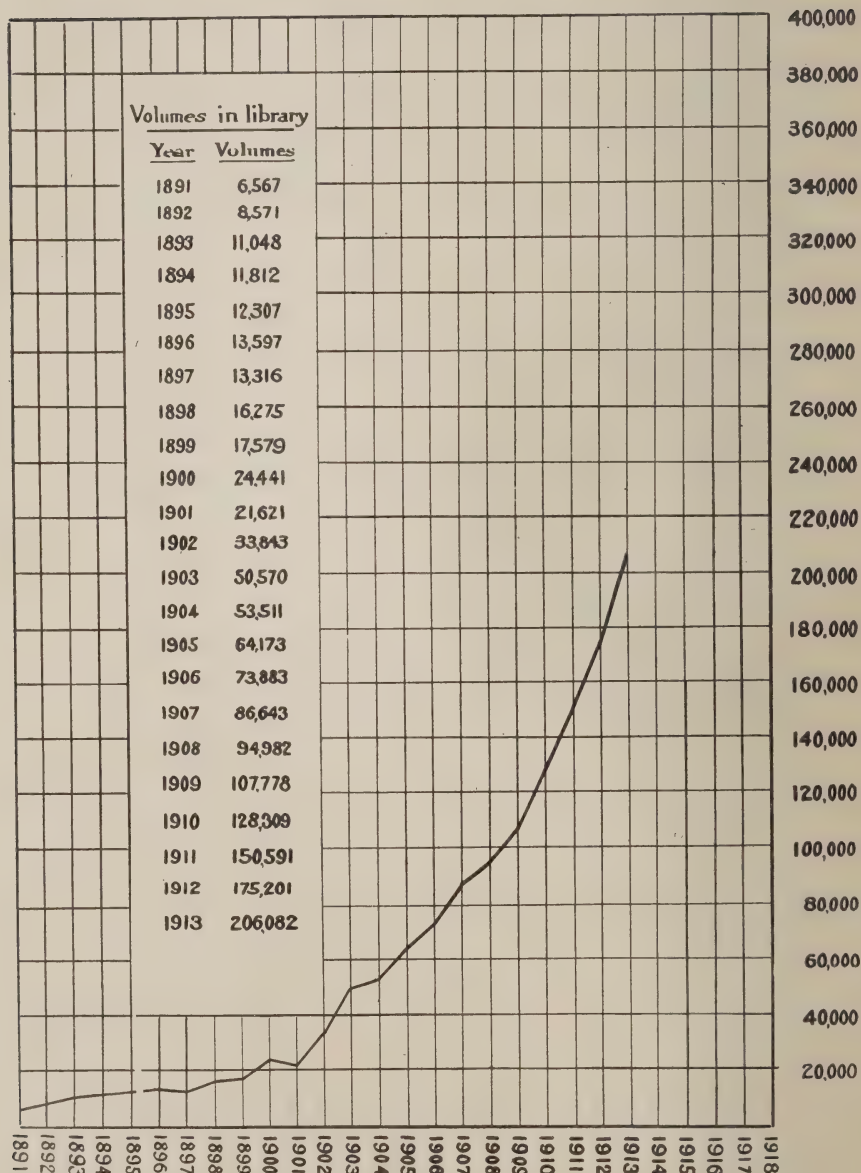
The expenditures were roughly divided as follows: Salaries, \$82,957.05; books, \$32,587.82; periodicals, \$2,834.42; binding, \$10,688.14; supplies, printing, repairs, and other expenses, \$17,060.24: a total of \$146,127.67 for regular maintenance and operation. In addition to the above, \$64,608.12 was spent for extraordinary purposes, including \$35,139.18 for the building of the Queen Anne branch, \$13,500 for additional land for the Yesler branch library, and \$8,399.16 toward the construction of the Yesler branch.

Respectfully submitted

JUDSON T. JENNINGS

Librarian

Volumes in Library



Figures at bottom represent years; at side, volumes

Reports of Departments

Order Department

The number of volumes in the library January 1, 1913, was 175,352. During the year 31,813 volumes were added by purchase and 1427 (not including documents) by gift: a total of 33,240 volumes. There were 4937 volumes withdrawn and 188 lost volumes returned, making the net additions 28,491 and the total number of volumes in the library at the close of the year 203,843.

In addition to the gifts mentioned above, a large number of documents were obtained—1906 volumes and 12,245 pamphlets.

A collection of pamphlets on single tax was presented by Mr. Thorwald Siegfried. This will prove a valuable addition, as most of the publications are not obtainable through the ordinary trade channels.

The local chapters of the Daughters of the American Revolution were kind enough to complete the library's set of Lineage books.

Over 5000 volumes were bought for the new Queen Anne branch library, a fairly large addition was made to the music collection, and a considerable number of books for the blind, in the American Braille, Moon, and New York point types, were added.

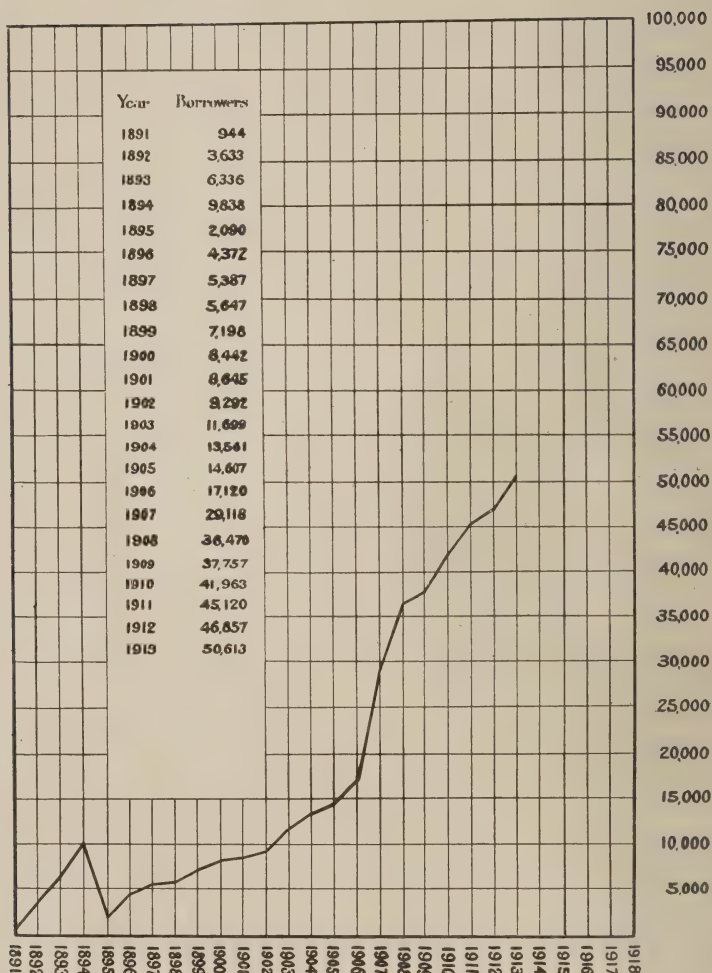
A set of Godey's Lady's Book, which is extremely rare now and very useful for costume study of the nineteenth century period, has at last been obtained. A complete set of the Illustrated London News was also secured and a set of the Graphic completed.

Requests for discarded books are far in excess of the supply and come from all parts of the State. The library has continued to supply logging and lumber camps, state and city institutions, prisons, reformatories, town and school libraries, and to send shipments of books and magazines to Alaska.

The amount of money spent for books, including transportation and books in the duplicate pay collection, was \$32,587.82. The average cost per volume was 96 cents. The average cost of all circulating books was \$1.05 and of juveniles alone, 70 cents.

HELEN GRACIE
Chief of Order Department

Registered borrowers



Figures at bottom represent years; at side, people

Previous to 1895 the figures given represent the total registration since the opening of the library

During 1895 a fee of \$1 a year, or \$.10 a month was charged for library privileges. Since 1896 all borrowers' cards have been issued with a two-year time limit, therefore the figures given show only cards in force for each year

Catalogue Department

During the year 30,657 books, 220 pieces of sheet music, and 1915 unaccessioned pamphlets were catalogued. Of the books, 13,758 were new titles. 33,354 typewritten cards and 48,928 Library of Congress cards were prepared and filed, 52,796 of these in the catalogues at the central library, and 29,486 in the catalogues at the branches. In addition to the above, 57,044 cards were filed in the depository catalogue of the Library of Congress.

The Georgetown branch catalogue was finished; the University branch catalogue was revised, and the Fremont branch catalogue partly revised; and a card shelf-list and a catalogue for the Queen Anne branch were prepared.

New signs were placed above the catalogue cases in the open-shelf, the art and technology, and the reference rooms, explaining the scope of the catalogues in those rooms. The Library of Congress catalogue sign was also revised.

Leave of absence, from September, 1913, to July, 1914, was granted to Agnes Hansen that she might attend the Pratt Institute School of Library Science. Helen Gillette also was given leave of absence, from November, 1913, to July, 1914, in order to work in the catalogue department of the Brooklyn Public Library. To fill these temporary vacancies Agnes V. Johnson was assigned to the department and Mary E. Morton was appointed for a year.

BERTHA WAKEFIELD

Chief of Catalogue Department

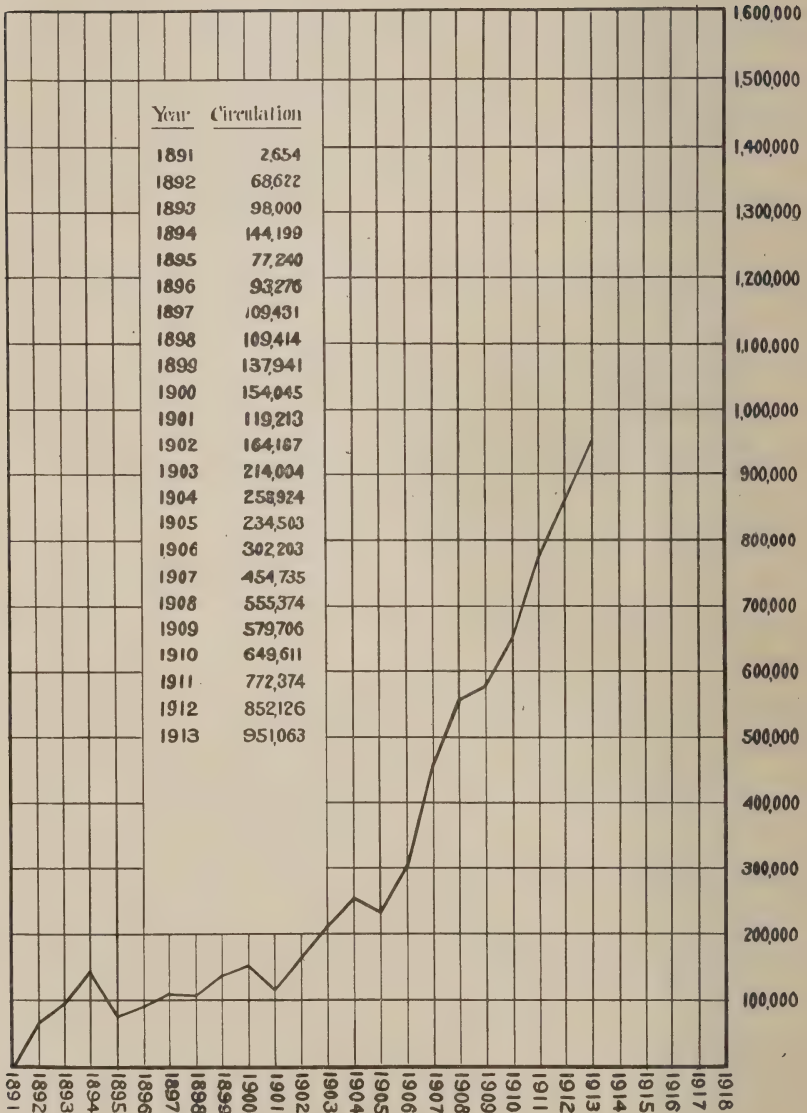
Circulation Department

The circulation from the open-shelf room during the year numbered 289,741 volumes. While this is apparently smaller than the circulation for the previous year, the loss is accounted for by the fact that the books on science and technology had been transferred in August, 1912, to the new technology room. The circulation for the subjects remaining in the open-shelf room shows an increase of 10,638 as compared with last year. 13,475 books were supplied in response to reserve requests.

During the year 6,512 volumes have been added to the department and 1,126 were withdrawn by discard, loss, or transfer. The book collection of this department now includes 51,880 volumes, of which 3,959 are in foreign languages and 578 in embossed type for the blind.

This department has charge of the registration work for the entire library system. During the year 26,609 borrowers' cards were issued, making the present total enrollment 50,613. Borrowers are required to re-register every two years.

Circulation



Figures at bottom represent years; at side, volumes

1895—City appropriation only \$250; borrowers charged fee, March—December

1901—Library destroyed by fire

1905—Library building moved

The open-shelf room at the central library is a busy place. This room contains about 20,000 volumes on open shelves, to which borrowers may go and select their books for home reading. It has 93 chairs, which is as many as the room will accommodate. More space is urgently needed, both for books and for readers. A count made at different hours in the day during one week late in the winter showed the following result:

Hour when count was taken	Average number in the room		
	Seated	Standing	Total
9.30 a.m.	8	7	15
10.30	41	16	57
11.30	61	22	83
12.30 p.m.	65	30	95
1.30	72	35	107
2.30	80	41	121
3.30	81	47	128
4.30	80	45	125
5.30	68	33	101

From an administrative standpoint, the accomplishments of the year have been the taking of the inventory, the assignment of Cutter numbers to the books, the revision of the open-shelf collection, and the completion of a system of location records, all of which will give more prompt and efficient service to the public.

During the latter part of the year a special effort has been made to secure a more prompt return of books to the shelves. The volume of work concentrated at the return desk is very great, including as it does the receiving of all adult books issued throughout the building, the collection of fines, the renewals and transfers of books, and the numberless little adjustments with borrowers. The outside limit of time elapsing between the return of a book by a borrower and its reshelving has probably been cut down one-half, and many books are replaced on the shelves within an hour.

The plans for the coming year include further improvements in speed and efficiency in service, and, so far as the volume of the work will permit, more personal work with readers. The construction of the building and the lack of room make it necessary for the work of this department to be carried on in a number of places, consequently service is slower and less flexible and accommodating than we should like to have it, and until some rearrangement of our quarters can be effected, enabling us to concentrate operations which should be under one supervision, we shall have to ask for continued indulgence and patience on the part of those using the department.

ETHEL R. SAWYER
Superintendent of Circulation

Reference Department

"Why, I never knew before that you did this kind of work. I am certainly going to take advantage of it in the future." This is a remark that is made many, many times by different individuals during a year's work in a reference department. Now what kind of work does a reference department do? More people in Seattle knew at the end of 1913 than at the beginning, for more people use the reference department each year. However, the users are a small proportion of the people as a whole. This report is written in the hope that it may reach some who would use the department if they realized how helpful it could be to them.

See if any of these things strike you:

Are you ever asked to write papers or make speeches?

Do you ever wish to locate a certain poem of which you know only the first line or the title?

Do you ever want novel ideas for parties or entertainments?

Do you want to be intelligently informed on any political or economic question?

Do you want to know what plays are really worth seeing?

Do you want to know the best books to read on any subject in which you may be interested?

Do you ever want to know such a simple thing as the pronunciation of a name or the address of a friend in another city?

And, Mr. Business Man, do you want to know a thousand and one business facts and statistics?

Then why not use the reference department? The attendants in the reference room will gladly look up for you the best material on any subject. It may be a government document that will give you the desired information, or it may be a magazine article, or the report of some society. Probably you do not realize the resources which are available to the reference librarians in answering the widest variety of questions.

First there is the card catalogue which indexes all the books in the library. Then there are the magazine indexes, Poole's and the Readers' Guide, which index over a million different articles in 11,433 bound periodicals in the reference department. There are also 12,365 documents, United States, state, and municipal, to which there are various indexes. In addition there is a very large collection of pamphlets, 12,245 having been received in 1913 alone.

The enumerating of some of the things which were done in the reference department in 1913 may illustrate its work more specifically.

Following the plan of last year we have continued sending lists of references on topics of current discussion or proposed legislation, to the Mayor, the members of the City Council, and other city officials. A few of the subjects included were public welfare boards, municipal lodging houses, city manager plan, free legal aid, state and municipal

employment agencies, consolidation of city and county, and remedial loans. Lists on several different topics were mailed each month.

A rather comprehensive bibliography on harbors and harbor development was published. Many books on harbors had been bought and a large number of reports had been collected from the principal ports of the world. This was apparently the first bibliography on harbors to be published by any library and there have been many requests for it from people and institutions outside of Seattle; for example, the Engineer of the Power and Mining Department of the General Electric Company telegraphed for twelve copies of the list. Much use has been made of the harbor material in the library, especially by the men connected with the Port of Seattle.

It seems scarcely necessary to mention the use debaters make of the reference department. Never a day goes by but that they come in by scores demanding material on all debatable subjects from Panama canal tolls to vivisection.

Nearly all of the women's clubs in the city sent in their year books. Articles on each topic on their programs were looked up and carefully indexed, and women who had papers to prepare were notified to this effect. About 600 of these postals were sent out during the year and in nearly all cases the women notified came in and made use of the material.

Perhaps the most far-reaching effect which the department can hope to have is in the help which it may give to the leaders in movements for civic and social betterment. Already many of the men and women who are most interested in such movements make constant use of the reference department in the work which they are doing for the progress of Seattle.

Fine arts division

The assistance which the Fine Arts Division is giving to the individuals and groups of people who are interested in and striving for a more artistic and musical Seattle may not be generally known. The mention of some of the activities of the past year may illustrate the kind of work that is being done.

A number of people who were preparing lectures on music, architecture, and special operas came for material that would aid them. The competition for the Port of Seattle seal brought many looking for suitable designs. It is interesting to note that the person who won the competition used the fine arts room frequently. There has been a large demand for books on the operas, especially at the time when the Chicago Grand Opera Company was here. The work with women's clubs has increased and in this connection many pictures as well as books have been used. In preparation for Potlatch and other festivals, much use was made of the clippings on street decorations, folk dances, floats, Indian designs, and kindred subjects.

In the upper lobby there have been sixteen different exhibitions during the year. They included the Brangwyn, Pennell, and Partridge etchings, shown under the auspices of the Seattle Fine Arts Society; designs of textiles by William Morris, loaned by Miss Annette Wiestling; and oil paintings by Allen T. True.

A plan for classifying and cataloguing pictures has been outlined which with some slight modifications will be adopted.

The division now has 200 views showing the growth of Seattle from early days to the present. For these the library is indebted to Miss M. L. Denny, Mrs. J. P. Soule, Mr. Clifford Wiley, Mr. F. A. Jacobs, Mr. G. H. Braas, and the Romans and Webster & Stevens studios.

Mrs. Soule also added to her gifts of previous years 1500 unmounted photographs and nearly 800 stereoscopic views.

Other noteworthy additions during the year were: Palladio, Architecture; Letarouilly, Edifices de Rome moderne; Vallance, The old colleges of Oxford; Platt, Monograph of the work of Charles A. Platt; Racinet, L'ornement polychrome; Morgan, Catalogue of the Morgan collection of Chinese porcelains; Briggs, Pompeian decorations; Havard, Dictionnaire de l'ameublement et de la décoration; and 52 Tokaido prints by Hiroshige.

Periodical division

The most extensive changes in this division during the past year have been in the newspaper room. The partition between the old newspaper room and the former government document room was removed, giving much needed additional space. The room was retinted a lighter shade and locked cases were placed around the walls to accommodate the bound newspapers. Through the efforts of Miss Adele M. Fielde, six pictures were secured for the walls, adding much to the appearance of the room. Two dozen new chairs were added, making the seating in the main room 107 and in the women's room 10. Appreciation of these improvements has been shown by a largely increased attendance; even the present seating capacity has been severely taxed during the rainy weather.

At the beginning of the school year a list was made of debate subjects upon which there was circulating material in the periodical room and 100 multigraphed copies were sent to the different schools with the bulletin from the Schools division. This doubtless did much to stimulate the circulation of back numbers of periodicals.

Sixty-three new magazines were added by subscription, twenty-eight for the periodical room, thirty-three for the art and technology room, and one each for the children's and teachers' rooms. These magazines strengthened the collection very materially and the majority of them will have permanent reference value.

The total number of periodicals on file in the different departments was 1,075; the number of newspapers on file in the newspaper

room, 209. Fifty-three volumes of newspapers and 709 periodicals were sent to the bindery during the year. The attendance in the newspaper room was 169,966, a decrease of 49,258 from last year. This large decrease can easily be accounted for by the fact that no record of attendance could be kept for two and one-half months while the newspapers were in the periodical room during the alterations in the newspaper room. The total circulation of periodicals for the year was 25,022, an increase of 3,944 over last year.

Technology division

In addition to a good increase in circulation, there are other indications that the technical men of the city are fast coming to realize the value of this division. Many have expressed their appreciation and many have come for the first time on the advice of those who had been pleased with the assistance received. Among the new users were some who were at first rather skeptical, being of the opinion that technical books might be all right for theorists, but of little worth to practical men like themselves. Some of these were moulders, plumbers, founders, and house-movers, who, receiving the desired information, went away with a new idea of what a public library could do for them. One man, a printer from Spokane, had a problem relating to a peculiar kind of ink. A chemist in Spokane, to whom he had taken his problem, knew of the technology room in the Seattle library and advised him to come to the technology librarian for the information. This he did when he was in Seattle, and it shows that the technology work of the library is becoming known outside of the city. Many mechanics have studied the various phases of automobile construction, largely due to the establishment of a Ford automobile factory in Seattle.

It must not be thought that the technology room is given up entirely to books for men in the engineering professions and the technical trades. There are other classes of books of equal importance of which might be mentioned, books on business methods, accounting, and advertising; books on agriculture, poultry, and gardening; and books on domestic science, cooking, dressmaking, and care of children. There has been an encouraging increase in the demand for books on all these subjects.

Perhaps the most useful work that the technology division does is that with the readers in the room itself. Some come to read the latest periodicals of their own trades, others are studying to prepare themselves for better positions, and still others come to look up special problems in their work. The technology librarian is there to see that the readers find their way to the material which will be of the most help to them. There is no great variation in the number of people who use the room from day to day, nor in different times of the year, for they come for business, not to pass away the time, and it is not a question of the rain driving them in and the sun drawing them away again.

Publicity

How best to advertise a public library has not as yet become an exact science, but librarians are agreed that the library must have publicity if it is to accomplish its ultimate aim, to be of service to all the people. The Seattle Public Library used a number of ways in 1913 to attract people to the library and to suggest how the library could be useful to them.

Early in the year 65,000 copies of a four-page folder, describing briefly the various advantages offered by the library, were enclosed with one month's bills of the City Light and Water departments. It was possible in this way to reach a large proportion of the families of Seattle.

The library effectively advertised books for business men by having a display of books at the annual show of the Northwest Merchants' Association held at the armory.

The library took part in the exhibition conducted by the Central Council of Social Agencies of the work of the principal civic and charitable organizations of the city. This was held immediately preceding the National Conference of Charities and Corrections.

Much interest in books for mothers was aroused by lists for the home-maker distributed at a school on the care of babies conducted under the auspices of a group of Seattle's progressive women.

A considerable number of lists were multigraphed, of which might be mentioned: 400 copies of a list on banking, mailed to the members of the Seattle chapter of the American Institute of Banking and to the principal officers of Seattle banks; 300 copies of a short list on immigration, distributed at a conference on immigration conducted by the Central Council of Social Agencies; a large number of copies of a list on poultry, distributed by a dealer in poultry supplies at the public market; 10,000 copies of a list for the home-maker, distributed in many ways during the year.

The Schools Division has sent a bulletin each month to the principals of the grade schools for posting on their bulletin boards. These bulletins have called attention to pertinent educational literature and to library news of interest to teachers.

Two thousand copies of a list of books suitable for gifts to children were distributed when the children's department had its annual exhibition of children's books at Christmas time.

During the year 25 articles describing special features of the work of the library have appeared in the city newspapers.

Twenty-four talks were given by different members of the library staff before various organizations. Part of these talks were illustrated by 75 stereoptican views descriptive of the work of the library. Among these slides is a series of twelve called, "How the library is useful to the individual from infancy to old age." Slide (1) is a reproduction of a postal card which is sent to parents and calls their attention to books on the care of the baby. This is described more

fully later on. Each of the other eleven slides is a picture of a shelf of books for: (2) Little children; (3) Boys and girls; (4) High school—college students; (5) Starting in life—choosing an occupation; (6) Business men; (7) Technical men; (8) Social workers; (9) Teachers; (10) Home-makers; (11) Life's enrichment; (12) Old age.

For the last six months we have been sending out postals to parents whose names are listed in the birth notices in one of the daily papers, calling attention to two good books on the care and feeding of babies. From ten to fifteen postals are sent out each day, there being during the year about 4000 births in Seattle. This kind of advertising is bringing very good results.

The City's first municipal day was held on June 5th and there was a parade of the city departments in which the library took part. The members of the Library Board walked, seven automobiles carried a representation from the staff, and two floats advertised library activities.

CHARLES H. COMPTON

Reference Librarian

Children's Department

Several changes in the staff of children's librarians have taken place and a continuity of work has therefore been impossible, the greatest havoc perhaps coming in the matter of library lessons in the schools. There were three resignations: Mrs. Bowen from the West Seattle branch, Miss McKnight from the Ballard branch, and Miss Roberts from the central children's room. The transfer of Miss Hall, children's librarian at the University branch, to the Columbia branch as librarian, made another vacancy, which was filled by the appointment of Mary Hunter. Jean Lane has charge of the children's work at West Seattle, Edith Morse is children's librarian at Ballard, and Katherine Shea fills the central children's room vacancy.

In spite of the various changes the year's work has been extremely successful in its results and encouraging in its promise for the future. There has been everywhere a gain in juvenile circulation over 1912, making a total gain of 42,834 for the whole system.

Stories for little children were told in the Central library and branches to 15,561 children. The Robin Hood cycle of stories was finished in the spring and in the fall the King Arthur cycle was begun. These stories were for the older children and had an attendance of 4510. The attendance at the stories told in playgrounds, schools, churches, etc., was 9853, making a total attendance of 29,924. The circulation of books containing the cycle stories was 1211.

The Christmas exhibit of gift books for children was held as usual in the teachers' room. Although the press notices were more

than usually generous and the attendance twice as large as last year, the book dealers report a much slighter demand for the books recommended. This is discouraging, but is not gloomy enough to overcast the situation as a whole, for whether they buy the books or not, many people have had their attention called to the subject of children's reading and the need for its proper guidance.

One of the two recommendations made last year for the betterment of our work has been realized. An intermediate collection of books has been installed in the central children's room for the use of children in the eighth grade and above who should be reading adult books but who feel at a loss in the hurry and bustle of the adult circulation department, and who return to the children's room and its collection of juvenile books which they have outgrown. Through this intermediate collection the children's librarians will be able to direct the children's reading to some of the best adult books and to catch the attention of many older boys and girls who are not regular library borrowers, and who through ignorance and poor taste often select from the adult collection books quite unsuited to their years.

The only extension work possible this year has been in the well-worn channels of the schools and the playgrounds. Six playground libraries were in operation at the Beacon Hill, Collins, Queen Anne, Rogers, Ross, and Miller playfields. The libraries were open two hours one afternoon a week. These playground libraries perform a double purpose. They act not only as additional distributing centers from which children draw books, but they fill the part of a Pied Piper, for when at the end of the summer the books are withdrawn from the playgrounds to the library buildings, the children follow them as though drawn by a magic charm and become steady and regular library patrons. The playground libraries were open 70 days with a circulation of 6,650, a gain of 2,515 over 1912. 1,319 children registered as borrowers and there was a story-hour attendance of 2,340.

The Schools Division keeps up a rapid increase in circulation, showing a gain of 12,669 for the school year of 1912-13. Sixty-four public schools have been supplied with 350 schoolroom libraries, 2 parochial and 1 private school with 4 libraries, 53 schools with sets of reference books for teachers' use, and 36 rooms with sets of picture books, making a total of 443 libraries, 13 more than the total for the year 1911-12.

The attendance in the teachers' room continues small (5,170 for the year) and the use of the pedagogical reference library is slight. Very few wish to use the books in the library, but prefer to borrow them for home reading. Great interest is shown in the collection of pictures and clippings, and the Christmas pictures, poems, songs, and stories meet with the hearty approbation of the teachers. Since the arrival of the new furniture, the teachers' room appears a wholly different place and the vertical files give ample accommodation and easy access to the supply of pictures and clippings.



Story-hour room, Queen Anne Branch

Miss Lathrop, head of the Schools Division, spent a week in Portland for the observation of the methods in use there in the School department of the library.

A set of Montessori apparatus was purchased by the library and has been on exhibition in the teachers' room and at each of the larger branch libraries. It was also loaned for two months to the Manual Training Department of the public schools and will presently be put into general circulation, so that any one wishing to borrow some particular part of the apparatus may do so under the same rules that govern the loan of books.

Owing to the changes in the staff, the school lessons have been somewhat irregular and certain localities did not have the usual lessons in the fall term, but the work is so arranged that no child will go to high school without having at least one course of lessons in the use of the library, and many of them will have had two courses, one in the seventh and one in the eighth grade. 379 lessons to 3,952 children have been given during the school year by the head of the Schools Division and by the children's librarians.

It is greatly to be desired that these lessons may be lengthened and that they may be given in the fifth and sixth grades also. They are a forward step in the effort to teach children how to study and how to think and they are a help in cultivating that alertness of mind and interest in life which is the goal of all real education.

The children's department which does not have the co-operation of the mothers is falling far short of its best work and an endeavor to emphasize this point has been the keynote of the fourteen talks which have been given to 645 people by the superintendent and staff of the children's department.

There is great need of club work among the children of the city, particularly at Ballard, Georgetown, and Green Lake, but the small size of the staff of children's librarians makes it difficult to perform even the regular duties, leaving no time for intensive work. There are splendid possibilities for this and future development is limited only by the funds available.

GERTRUDE ANDRUS

Superintendent of Children's Department

Branch Department

The branch libraries had a successful year with a gain in circulation of 50,385. A most satisfactory advance has been made in the reference work at the branches, especially with college, high school, and seventh and eighth grade students. The cause of this decided gain just at this time is somewhat difficult to determine. It may be due in part to the improved condition of the branch book collections. Formerly these could barely supply the needs of the

home reader; during the past three or four years, however, each branch has steadily been adding titles chosen to meet the requests of students, as well as books for the general reader, and each branch now has a nucleus of the material needed to satisfy serious workers. During the evening the reference rooms are almost invariably filled with students and there is much less trouble with discipline.

Certain changes at the Ballard branch, to meet the growth of the work in the adult department, are strongly recommended. A new desk and shelving and a few minor alterations would make it easier to handle the routine work, and this economy would leave the attendants more time and strength to give to personal work with the public. The new children's room on the second floor has proved very satisfactory and is well suited to the character of the work in the district. However, the growth of this branch, both in the adult and juvenile departments, will make it imperative to plan for a new building within a few years.

The preparations for the opening of the new branch building on Queen Anne hill have taken much time and attention. The limited fund available for books for this branch made the choice of titles more difficult. In many cases it has been impossible to buy more than one or two books on a subject. Judging from the number of Queen Anne borrowers who have been accustomed to use the central library, the 5000 volumes purchased will not prove sufficient to give adequate service. Certain variations from the usual branch building plan have been worked out in this branch in a manner which gives compactness and convenience. The story-hour room on the main floor with a small workroom opening from it is a new arrangement which promises to be satisfactory. The kitchenette adjoining the librarian's office has already proved a successful experiment both as to size and location.

Staff

There were many changes and transfers on the branch staff during the year. The list of present branch librarians is given on the back of the title-page of this report.

Students from University library course

During the early part of 1913 the members of the senior class of the course in library science at the University of Washington were given practice work in some of the branch libraries. During the summer these graduates substituted in various departments of the library. For the school year of 1913-14, however, a somewhat different arrangement has been made, by which two students from the school are given practice work at a branch at the same time. When the required number of hours has been completed, these students are followed by two others, and so on, until the entire class will have been given experience in the practical desk work of a loan department in a public library.

Deposit stations

During 1913, a new drugstore deposit station was opened at the Madrona Pharmacy, corner of 34th Avenue and East Union Street, and the station at the Mt. Baker Park Pharmacy was transferred to the Mission Pharmacy, corner of 19th Avenue N. and Aloha Street.

When the new field house was opened at the South Park Playfield, the juvenile books from the South Park Pharmacy deposit station were installed there. If statistics are a reliable guide, the division has brought a decrease rather than an increase in the use of the juvenile books among the children of the neighborhood.

Although the total circulation from the drugstore deposit stations shows a gain of 8,464, the circulation is variable and seems in all cases to drop after the first year. This is probably due to the fact that the novelty wears off, also that there is no attendant trained in the gentle art of combining books and borrowers to assist the patron of a deposit station. We trust, nevertheless, that by means of the deposit station people are induced to use the public library. We advertise the central library through the drugstores, calling attention to its larger collection, and we believe that when a borrower once has a card, it will be used at the library as well as at the station.

Special attention has been given this year to the selection of books for the men in the City Fire Department. Five sets of the "Cyclopedia of fire prevention" have been sent out to the fire stations, also other books treating of the work of firemen. The firemen are making good use of the material provided and are very appreciative.

Small collections of books and old magazines are being sent as usual to various charitable homes, waiting rooms, and social settlements. This branch of the station work should be enlarged during 1914.

The circulation for the past year from the deposit stations is given below. Circulation from the branches may be found in Appendix A.

Deposit stations	Adult	Juvenile	Total
Weed's Pharmacy	9,812	5,315	14,497
South Park Pharmacy.....	5,777	1,682	7,459
Mt. Baker Park Pharmacy.....	1,623	1,094	2,717
(closed November 8)			
Montera Pharmacy	4,062	2,301	6,363
Madrona Pharmacy	4,294	2,614	6,908
(opened March 3)			
South Park Field House.....		2,198	2,198
(opened May 17)			
Mission Pharmacy	475	351	826
(opened November 15)			
Special deposit stations.....	1,552	115	1,667
Deposit station total.....	26,965	15,670	42,635

JOSEPHINE TABER

Superintendent of Branches



Interior Queen Anne Branch

Appendix A—Table I
Total circulation by classes, 1913

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	George's Branch	Green L. Branch	Univ. Branch	W. S. Branch	Schools	Play-grounds	Deposit Stations	Total	Percentage
General works	2,198	395	322	271	44	432	737	335	70	129	4,933	.52
Philosophy	7,493	287	110	182	61	299	637	362	5	86	9,522	1.00
Religion	6,950	847	284	456	277	828	873	537	2,087	153	195	13,487	1.42
Sociology	10,641	827	324	490	217	910	1,676	702	732	36	402	16,957	1.78
Fairy tales	7,063	4,166	1,438	2,031	2,029	3,423	3,089	1,533	8,363	1,139	1,552	35,826	3.77
Philology	3,323	1,645	714	365	765	2,738	1,315	936	329	196	290	12,616	1.33
Natural science	6,607	1,224	338	440	394	1,114	1,040	605	4,097	106	213	16,178	1.70
Useful arts	18,376	2,146	1,186	1,305	749	2,285	2,720	1,332	1,665	4	605	32,373	3.40
Fine arts	20,050	1,877	758	1,025	637	2,079	2,408	1,389	937	60	537	31,757	3.34
Literature (except fiction)	23,026	3,243	1,218	1,671	1,413	3,446	4,230	2,161	2,865	277	892	44,442	4.67
Travel	12,598	2,384	1,008	1,161	1,005	2,395	2,426	1,317	4,670	119	1,236	30,319	3.19
History	12,459	2,856	928	1,395	879	2,494	2,716	1,122	6,239	196	817	32,101	3.38
Biography	11,066	1,322	728	725	545	1,201	1,559	751	3,167	115	701	21,880	2.30
Fiction	267,695	47,980	23,441	30,521	22,859	47,301	47,907	28,452	37,036	4,120	35,109	592,421	62.29
Books for blind	110	1	5	116	.01
Pictures	12,224	639	15	11	32	121	32	159	13,233	1.39
Periodicals	25,459	2,438	1,912	1,429	463	3,435	3,803	3,963	42,902	4.51
Total	447,338	74,277	34,724	43,478	32,369	74,501	77,173	45,656	72,262	6,650	42,635	951,063	100.00

Appendix A—Table 2
Adult circulation by classes, 1913

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	George'n Branch	Green L. Branch	Univ. Branch	W. S. Branch	Deposit Stations	Total	Percentage
General works	298	30	11	16		20	29	23		427	.07
Philosophy	7,438	272	90	171	51	276	602	339	86	9,325	1.57
Religion	5,582	307	119	182	28	317	410	228	49	7,222	1.22
Sociology	9,764	526	190	341	137	547	1,179	469	311	13,464	2.26
Philology	1,748	45	11	28	9	43	139	52	3	2,078	.35
Natural science	4,944	225	73	114	43	291	419	210	69	6,388	1.08
Useful arts	16,627	1,004	709	725	465	1,341	1,651	857	403	23,782	4.00
Fine arts	17,181	600	290	303	154	754	1,005	711	196	21,194	3.56
Literature (except fiction)	19,176	1,417	359	775	490	1,192	2,340	940	384	27,073	4.55
Travel	8,995	766	309	417	228	811	979	507	677	13,689	2.30
History	8,265	679	169	532	157	514	1,210	280	279	12,085	2.03
Biography	8,790	543	231	377	157	365	817	205	346	11,831	1.99
Fiction	217,803	29,339	15,199	18,524	13,168	27,378	30,128	18,490	24,162	394,191	66.29
Books for blind	110	1					5			116	.02
Pictures	9,755	522		11	32	116	28	88		10,552	1.78
Periodicals	25,022	2,192	1,757	1,384	392	3,320	3,629	3,529		41,225	6.93
Total	361,498	38,468	19,517	23,900	15,511	37,285	44,570	26,928	26,965	594,642	100.00

Appendix A—Table 3
Juvenile circulation by classes, 1913

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	George's Branch	Green L. Branch	Univ. Branch	W. S. Branch	Schools	Play-grounds	Deposit Stations	Total	Percentage
General work	1,900	365	311	255	44	412	708	312	70	129	4,506	1.26
Philosophy	55	15	20	11	10	23	35	23	5	197	.05
Religion	1,368	540	165	274	249	511	463	309	2,087	153	146	6,265	1.76
Sociology	877	301	134	149	80	363	497	233	732	36	91	3,493	.98
Fairy tales	7,063	4,166	1,438	2,031	2,029	3,423	3,089	1,533	8,363	1,139	1,552	35,826	10.05
Philology	1,575	1,600	703	337	756	2,695	1,176	884	329	196	287	10,538	2.96
Natural science	1,663	999	265	326	351	823	621	395	4,097	106	144	9,790	2.75
Useful arts	1,749	1,142	477	580	284	944	1,069	475	1,665	4	202	8,591	2.41
Fine arts	2,869	1,277	468	722	483	1,325	1,403	678	937	60	341	10,563	2.96
Literature (except fiction)	3,850	1,826	859	896	923	2,254	1,890	1,221	2,865	277	508	17,369	4.87
Travel	3,603	1,618	699	744	777	1,584	1,447	810	4,670	119	559	16,630	4.67
History	4,194	2,177	759	863	722	1,980	1,506	842	6,239	196	538	20,016	5.62
Biography	2,276	779	497	348	388	836	742	546	3,167	115	355	10,049	2.82
Fiction (including picture books)	49,892	18,641	8,242	11,997	9,691	19,923	17,779	9,962	37,036	4,120	10,947	198,230	55.62
Pictures	2,469	117	15	5	4	71	2,681	.75
Periodicals	437	246	155	45	71	115	174	434	1,677	.47
Total	85,840	35,809	15,207	19,578	16,858	37,216	32,603	18,728	72,262	6,650	15,670	356,421	100.00

Appendix B Financial Statement

Available library fund balance in city treasury January
 1, 1913\$ 12,897.44

RECEIPTS

Library collections\$ 4,688.72
 Licenses, fines, and fees 45,038.29
 Taxes 123,534.18

\$173,261.19

Deduct refund of license 90.00

Total receipts from city\$173,171.19
 Andrew Carnegie donations 31,050.00

Total receipts\$204,221.19

Total available fund for 1913\$217,118.63

EXPENDITURES

Central library

Library staff payroll\$ 53,327.91
 Building payroll 9,160.19
 Repairs and alterations 815.96
 Fuel 1,302.82
 Light 1,910.40
 Power 654.55
 Water 256.60
 Telephones 36.00
 Insurance 67.80
 General expense 818.16

\$ 68,350.39

Branch libraries

Payroll (including janitors).....\$ 20,468.95
 Fuel 926.01
 Light 609.80
 Water 83.65
 Telephones 231.65
 Rent, Fremont 630.00
 Light and heat, Georgetown 257.40
 Drayage 189.18
 General expense 391.79

\$ 23,788.43

Financial Statement—Continued**General and undivided expenses**

Building supplies	\$ 1,190.78	
Furniture	1,746.93	
Stationery, printing, and supplies	4,740.76	
Books and maps	28,087.82	
Periodicals and newspapers	2,834.42	
Bindery payroll	8,824.92	
Bindery supplies	1,863.22	
	<hr/>	
	\$ 49,288.85	
Total maintenance		\$141,427.67
Increase in allowance for petty library ex- penditures		200.00

Extraordinary expenditures

Central library repairs and improvements.....	\$ 3,303.85	
Furniture for teachers' room	647.10	
	<hr/>	
	\$ 3,950.95	
Branch repairs	3,548.03	
Books for Queen Anne branch	4,500.00	
	<hr/>	
	\$ 8,048.03	
Total extraordinary expenditures.....		\$ 11,998.98

Buildings and grounds

Columbia	\$ 70.80	
Queen Anne		
Building	\$ 8,399.16	
Heating and ventilating.....	3,039.00	
Plumbing	940.00	
Wiring	441.66	
Fixtures	519.50	
Furniture	1,915.40	
Improving grounds	733.91	
	<hr/>	
	\$ 35,139.18	
Henry L. Yesler Memorial		
Building	\$ 8,399.16	
Additional ground	13,500.00	
	<hr/>	
	\$ 21,899.16	
Total buildings and grounds.....		\$ 57,109.14
Total expenditures		<hr/>
		\$210,735.79
Balance in fund December 31, 1913.....		<hr/>
		\$ 6,382.84

Publications of the Library

Sent free of charge on application to the library

Annual reports. 5th-9th, 13th-23d. 1895-1899, 1903-1913.

The 1st, 2d, and 3d reports were published in "Seattle municipal reports" for 1891, 1892, and 1893; the 4th, 10th, 11th, and 12th were never printed; the 5th, 6th, 9th, 15th, 17th, and 20th are out of print.

Monthly bulletin. v. 1-4, 5-7. Nov. 1896-Dec. 1900, Jan. 1905-Dec. 1907.

Proceedings at the opening of the Seattle Public Library building,
December 19, 1906. 32 p.
Out of print.

**Periodicals currently received by the Seattle Public Library and by
the Library of the University of Washington.** Ed. 1. 1909.
30 p. Ed. 2. 1910. 31 p.

Scheme of Library service. 1909. 4 p. (Also in 19th annual report,
1909)

———— Same. Revised. 1912. 4 p.

FINDING LISTS

English prose fiction. 1903. 126 p. **Useful arts.** 1905. 45 p.

Natural science. 1905. 34 p. **Fine arts.** 1908. 64 p.

REFERENCE LISTS

*These lists have been compiled and printed to render easily accessible the
material in this library on various subjects.*

Subject list of Catholic books in the Seattle Public Library. Janu-
ary 1909. 45 p.

Published under the auspices of the Knights of Columbus, Seattle Council.
Obtainable also at the library.

Books relating to engraving. April 1909. 8 p.

List of books about birds. July 1909. 11 p.

Books of interest to Sunday-school workers. 1910. 16 p.

Published by the King County Sunday-school Association. Out of print.

**Municipal plans; a list of books and reference to periodicals in the
Seattle Public Library.** Compiled by Katharine McMicken.
Reference list no. 1. April 1910. 13 p.

List of books for teachers. Compiled by Gertrude F. Hess. Refer-
ence list no. 2. May 1910. 22 p.

**Pacific Northwest; a brief descriptive list of books, with suggested
outline of study.** Compiled by Katharine B. Judson. Reference
list no. 3. May 1910. 12 p.

**Municipal government; a list of books and references to periodicals
in the Seattle Public Library.** Reference list no. 4. January
1911. 31 p.

List of books for schoolroom libraries, grades 3-8. School list no. 1.
June 1911. 27 p.

Christmas list of gift books for children. November 1911. 13 p.

**Harbors and docks; a list of books and references to periodicals in
the Seattle Public Library.** Reference list no. 5. February 1913.
40 p.

A list of books for women in the home and in business. Reference
list no. 6. November 1913. 45 p.

Shorter lists, on such subjects as pottery and porcelain, landscape
gardening, and domestic architecture, have also been compiled
and printed.

Summary of Statistics

	1912	1913
1. Number of volumes December 31.....	175,352	203,843
2. Number of volumes added during the year	24,761	28,491
3. Number of periodicals received includ- ing duplicates	947	1,075
4. Number of newspapers received, in- cluding duplicates	219	223
5. Number of borrowers registered during the year	24,004	26,609
6. Total registration December 31.....	46,857	50,613
8. Circulation of books for home use:		
Central library.....	422,829	447,338
Ballard branch	70,134	74,277
Columbia branch	32,149	34,724
Fremont branch	37,012	43,478
Georgetown branch	3,370	32,369
Green Lake branch	75,013	74,501
University branch	69,500	77,173
West Seattle branch	44,615	45,656
Schools	59,593	72,262
Playgrounds	4,035	6,650
Deposit stations	33,876	42,635
Total	852,126	951,063
9. Percentage of fiction circulation to total circulation	64	62
10. Number on staff December 31 in equiv- alent of full-time assistants	107	115
11. Tax rate46 mills	.6 mills
12. Total receipts from city.....	\$145,338.85	\$173,171.19
13. Expenditures for salaries	73,538.21	82,957.05
14. Expenditures for books.....	28,505.03	32,587.82
15. Expenditures for periodicals	2,493.33	2,834.42
16. Expenditures for binding	10,200.78	10,688.14
17. Other operating expenses	22,490.47	17,060.24
18. Total regular expenditures	137,227.82	146,127.67
19. Extraordinary expenditures	30,724.63	64,608.12
20. Total expenditures	167,952.45	210,735.79